

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

HUMAN SERVICES COMMITTEE

Patrick Evans, Chair
Steve Fewell, Vice Chair
Julie Knier, Patrick Moynihan Jr., Pat La Violette
Tom Lund, Jesse Brunette

HUMAN SERVICES COMMITTEE

Wednesday, January 27, 2010

6:00 p.m.

Room 200, Northern Building
305 E. Walnut Street, Green Bay

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of December 16, 2009.

Comments from Public

Report from Human Services Chair, Patrick Evans

1. Review Minutes of:
 - a. Aging & Disability Resource Center Board (December 10, 2009).
 - b. Board of Health (July 22, 2008).
 - c. Board of Health (September 16, 2008).
 - d. Board of Health (November 17, 2008).
 - e. Board of Health (March 10, 2009).
 - f. Board of Health (June 9, 2009).
 - g. Board of Health (August 12, 2009).
 - h. Children with Disabilities Education Board (December 15, 2009).
 - i. Veterans' Recognition Subcommittee (November 3, 2009).
 - j. Veterans' Recognition Subcommittee (January 12, 2010).

Communications

2. Communication from Supervisor Scray re: Review Brown County requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Held from December Meeting.)

3. Communication from Supervisor Evans re: To address concerns with the Brown County Sheriff's Department and local Law Enforcement Agencies on the EM-1 placement of patients as it relates to the Crisis Center and the Community Treatment Center. Additionally to develop a county-wide plan for all Law Enforcement Agencies to abide by with accordance to enhanced safety and efficiency procedures. (Held from November Meeting.)

Human Services Dept.

4. Report on 2009 Deficit.
5. Director's Report.
6. Family Care Update.
7. Community Treatment Center Update.
8. Community Treatment Center Statistics.
9. Bellin Psychiatric Monthly Report.
10. Approval for New Non-Continuous Vendor.
11. Request for New Vendor Contract.
12. Monthly Contract Update.
13. Financial Report for Community Programs.
14. Financial Report for Community Treatment Center.

Aging & Disability Resource Center – No Agenda Items.

Health Dept. – No Agenda Items.

Syble Hopp School – No Agenda Items.

Veterans Dept. – No Agenda Items.

Other

15. Audit of Bills.
16. Such other Matters as Authorized by Law.

Patrick Evans, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PROCEEDINGS OF THE BROWN COUNTY
HUMAN SERVICES COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Human Services Committee** was held on Wednesday, December 16, 2009, in Room 207 of City Hall – 100 N. Jefferson Street, Green Bay, Wisconsin.

Present: Pat Evans-Chair, Jesse Brunette, Steve Fewell, Julie Knier, Pat LaViolette, Tom Lund, Pat Moynihan.

Excused:

Also Present: Sunny Archambault, Sara Perrizo, Kelly Selner, Brian Shoup.
Max Cieslewicz and Other Interested Parties.

I. **Call Meeting to Order:**

The meeting was called to order by Chair Evans at 6:00 p.m.

II. **Approve/Modify Agenda:**

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

III **Approve/Modify Minutes of November 24, 2009:**

Motion made by Supervisor Lund and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

Comments from Public:

Max Cieslewicz, 1812 Trotter Court, DePere, Wisconsin.

Max Cieslewicz introduced himself and said he was attending the meeting tonight as an observer in order to obtain a Boy Scout's merit badge.

Report from Human Services Chair, Patrick Evans:

Chair Evans noted that there would be a resolution before the County Board tonight to approve the changing of the Community Treatment Center's status from a 50C3 to the standard governmental entity.

1. **Review Minutes of:**

- a. **Aging & Disability Resource Center Personnel Committee
(December 4, 2009)**
- b. **Children with Disabilities Education Board (November 17, 2009)**

Motion made by Supervisor Lund and seconded by Supervisor Moynihan to receive and place on file Items 1a and 1b. MOTION APPROVED UNANIMOUSLY.

Communications

2. **Communication from Supervisor Scray re: Review Brown County requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Held from November Meeting.):**

Motion made by Supervisor Lund and seconded by Supervisor LaViolette to hold until January. MOTION APPROVED UNANIMOUSLY.

Aging & Disability Resource Center

3. Computer Courses at Aging Resource Center:

Sunny Archambault, Director, stated that due to the new responsibilities of the Aging and Disability Resource Center (ADRC) it has been necessary to add staff; this has resulted in a need for additional office space. She said because there are computer classes available at other locations, and the ADRC served a total of 67 individuals in the computer classes for all of last year, the ADRC Board made the decision to no longer offer the computer classes.

Concerning the wireless router in that room, Ms. Archambault reported that it was installed this year (after some issues with computer viruses) for individuals to use personal computers without connecting to Brown County systems.

Motion made by Supervisor LaViolette and seconded by Supervisor Evans to support the ADRC Board in its recommendation to not continue the computer classes at the ADRC. MOTION APPROVED UNANIMOUSLY.

4. Review and Approve Specialized Transportation Grant S.85.21:

Ms. Archambault stated that the budget portion of this grant was approved during the budget process, and that the application, which is due December 31, 2009, needs this Committee's approval. She added that this is basically a continuation of the services provided by the ADRC.

Motion made by Supervisor LaViolette and seconded by Supervisor Lund to approve. MOTION APPROVED UNANIMOUSLY.

5. Financial Report of October 31, 2009:

Motion made by Supervisor Lund and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

Human Services Dept.

6. Budget Adjustment Request (#09-123): Increase in expenses with offsetting increase in revenue (see attachment for details):

Motion made by Supervisor LaViolette and seconded by Supervisor Lund to approve. MOTION APPROVED UNANIMOUSLY.

(Supervisor Fewell arrived at 6:22 p.m.)

7. Director's Report:

Brian Shoup, Director, expressed concern about the fact that Brown County is not on an accrual system for financial accounting and is, rather, on a cash system. Director Shoup stated that this makes it difficult to identify trends and to determine the actual financial status. Supervisor Lund stated that there are more options now available with the new accounting system that Brown County has been installing. Chair Evans agreed with Director Shoup and cautioned him to verify that this change would be legal according to generally accepted accounting principles for governmental entities.

III

Director Shoup reported that he is still interviewing the psychiatric staff at the CTC Hospital. He stated that his goal is to establish clinical leadership at the facility, and will report back in January.

Director Shoup opined that the budget will be even tighter next year and said he plans to begin reviewing vendor contracts and the strategic plans for the future.

Regarding Family Care, Director Shoup reported that there is a 2-year grant to add three staff positions: Chief Financial Officer, Planning Director, and Executive Assistant. He said screening had begun for the CFO and Planning Director. Supervisor Lund expressed concern that guidelines had not been established for Family Care yet. Director Shoup stated that the draft of the by-laws could be brought back, and that this Committee had approved the concept of one representative per county. Director Shoup added that the intent of the State grant was to hire key planning people in order to put together the plan, which would be approved by the county representatives. He expressed concern that other districts had run out of money, and continued by saying the State had made them whole each time. He said this is a long-term project that could also be impacted by future elections. Director Shoup opined that there may be more regionalization and formation of managed care organizations; and behavioral health could be one of those.

Director Shoup stated that work continues on electronic records; and there will be costs over and above simply purchasing software and paying for consultants, such as the cost of labor for implementation (scanning documents, etc.).

Motion made by Supervisor LaViolette and seconded by Supervisor Fewell to receive and place on file. MOTION APPROVED UNANIMOUSLY.

8. **Family Care Update:**

Motion made by Supervisor Lund and seconded by Supervisor Knier to receive and place on file. MOTION APPROVED UNANIMOUSLY.

9. **Community Treatment Center Update:**

Director Shoup said this will be brought back in January.

Motion made by Supervisor Moynihan and seconded by Supervisor Brunette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

10. **Community Treatment Center Statistics:**

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to receive and place on file. MOTION APPROVED UNANIMOUSLY.

11. **Bellin Psychiatric Monthly Report:**

Supervisor Knier questioned why it took from October 2, 2009, for this Committee to receive this report. Director Shoup will look into this.

Motion made by Supervisor Fewell and seconded by Supervisor LaViolette to receive and place on file. MOTION APPROVED UNANIMOUSLY.

12. **Approval of 2010 Non-Continuous Vendors:**

Motion made by Supervisor Lund and seconded by Supervisor LaViolette to approve. MOTION APPROVED UNANIMOUSLY.

13. **Approval of Projected 2010 Contracts:**

Supervisor Lund noted that in the past a line item of approximately \$60 million was being approved; and he opined that this is much better and much more transparent.

Motion made by Supervisor LaViolette and seconded by Supervisor Knier to approve. MOTION APPROVED UNANIMOUSLY.

14. **Monthly Contract Update:**

Director Shoup said there will be an update in January.

Motion made by Supervisor Lund and seconded by Supervisor Fewell to approve. MOTION APPROVED UNANIMOUSLY.

15. **Financial Report for Community Programs:**

Motion made by Supervisor Moynihan and seconded by Supervisor Lund to receive and place on file. MOTION APPROVED UNANIMOUSLY.

16. **Financial Report for Community Treatment Center:**

Motion made by Supervisor Moynihan and seconded by Supervisor Lund to receive and place on file. MOTION APPROVED UNANIMOUSLY.

Health Dept.: No agenda items.

Syble Hopp School: No agenda items.

Veterans' Dept.: No agenda items.

Other

17. **Audit of Bills:**

Motion made by Supervisor Brunette and seconded by Supervisor Moynihan to pay the bills. MOTION APPROVED UNANIMOUSLY.

18. **Such Other Matters as Authorized by Law: None.**

Motion made by Supervisor Lund and seconded by Supervisor Knier to adjourn at 6:44 p.m. MOTION APPROVED UNANIMOUSLY.

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

III

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

December 10, 2009

PRESENT: Patricia Finder-Stone, Tom Diedrick, Libbie Miller, Keith Pamperin, Bill Clancy, Steve Daniels, Donajane Brasch,

EXCUSED: Grace Aanonsen, Pat Cochran, Judy Parrish

ALSO PRESENT: Ms. Archambault Archambault, Arlene Westphal, Devon Christianson, Debra Bowers, Diana Brown, Steve Maricque

PLEDGE OF ALLEGIANCE.

INTRODUCTIONS: No introductions were needed.

Chairperson Diedrick called the meeting to order at 8:30 a.m.

ADOPTION OF AGENDA: A motion was made by Ms. Miller and seconded by Supervisor Clancy to adopt the December 10, 2009 agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 22, 2009: Mr. Pamperin moved and Ms. Miller seconded to approve the minutes of the regular meeting of October 22, 2009. **MOTION CARRIED.**

COMMUNICATION FROM WILLIAM PECK – LETTER TO COUNTY BOARD RE: END OF COMPUTER CLASSES AT ADRC: Ms. Archambault presented the letter from William Peck, NWTC computer instructor, regarding his concern about the computer classes no longer being able to be held at the ADRC location. Ms. Archambault stated the participants of the class signed the letter as well. Ms. Archambault stated that the change in classroom availability does not impact a great number of people and that other locations are available for the classes to be held. She stated that the ADRC needs to expand our office space to accommodate our increasing responsibilities as an ADRC making renovating space a necessary task.

FINANCIAL REPORT:

A. APPROVAL OF OCTOBER FINANCE REPORT:

Ms. Archambault reviewed the financial report and stated the agency is on target with our current budget. Ms. Archambault called attention to line 8-9-10 that lists special grants the agency has received and is working on. She stated these funds will be expended as required.

Ms. Archambault noted that the MA claiming dollars received are much higher than anticipated and that Title III funds will be spent before the end of the year.

Mr. Pamperin asked if there are any additional funds for the nutrition program. Ms. Archambault explained that stimulus funds are available in next years budget and that we are anticipating and planning for the loss of those funds for 2011. Some of the current discussion surrounding planning for the loss of stimulus funds in 2011 include:

- Getting volunteer input on what things might be possible to reduce while continuing to support their valuable contribution as volunteer drivers.

- Asking HBM drivers how they might view the ADRC not providing a free meal when they drive a route.
- Reviewing all ways we can reduce costs and get input from as many people as possible.

Supervisor Clancy noted that it was unfortunate that the shrinking budgets require a reduction in volunteer recognition and support. Ms. Archambault stated that she has been told that the budget looks additionally challenging for 2011 as well. Ms. Miller moved to approve the finance report. Ms. Brasch seconded. **MOTION CARRIED.**

B. APPROVAL OF RESTRICTED FUNDS:

There were no Restricted Funds.

PERSONNEL COMMITTEE REPORT:

A. APPROVAL OF PANDEMIC FLU POLICY – Mr. Diedrick stated the Personnel Committee reviewed the H1N1 Policy and the committee is recommending board approval. The policy would only go into effect if the County Executive would declare a H1N1 emergency exists in Brown County. Ms. Archambault explained that this policy would allow her to send staff home should they be ill and come into work. It would also allow the director and/or board chairperson to waive the requirement that an employee needs a physician's signature before returning to work. Typically during times of pandemic flu the doctors do not want individuals to come into the office to infect other people in the waiting rooms. Mr. Pamperin moved to approve the policy. Ms. Miller seconded. **MOTION CARRIED.**

B. USE OF CASUAL DAY BENEFIT - Ms. Archambault explained that the ADRC staff receive five casual days that they must use whenever they call in due to illness. If staff do not use the five days in a calendar year, they are paid out in January and are not allowed to carry days over into the next year. If the furlough days remain in the 2010 budget, Ms. Archambault is proposing that staff not be required to use casual days for illness but have the option of using a vacation or personal day if they so choose. For some staff, required furlough days will have a great impact on their personal budgets and this flexibility in using their benefits may ease some of the burden. Mr. Pamperin moved to approve the policy. Ms. Miller seconded. **MOTION CARRIED.**

C. EVALUATION OF DIRECTOR - Mr. Diedrick stated that the Personnel Committee had a closed session on December 4th, 2009 to complete the Directors personnel evaluation. The committee gave Ms. Archambault a positive review and thanked her for all the good work she does on behalf of the agency. Committee members stated that they are concerned about anyone being able to replace all of her knowledge and leadership. They have asked Ms. Archambault to put together a succession plan to look toward the short and long term goals of the agency. Ms. Archambault stated she will be developing a plan, not only for herself but also for the other key management staff at the agency.

I&A UPDATE: Ms. Christianson handed out the Collaboration Report of the ADRC, Crisis Center and 2-1-1. The report includes information regarding the agencies' top ten topics/issues, referrals and unmet needs. She reviewed the data and charts listed and the importance of this partnership. She discussed the continued challenges and rewards of

working together. Brown County is a service rich community and there are more than 800 entries in our community services database. Our collaboration means that providers only need to respond to requests for updates from one organization. Ms. Christianson also described the increase in walk in traffic at the ADRC and the models that unit is trying in order to accommodate the increase in volume.

APPROVAL OF 2010 s.85.21 SPECIALIZED TRANSPORTATION GRANT: Ms. Archambault reminded board members that the budget for these programs had been approved during our regular budget process. The s.85.21 grant application they received for review contains more detailed program information as well as information about coordination and unmet needs. The application is required to be approved by the ADRC Board and the Human Services Committee. It will also be reviewed by Brown County's Transportation Coordinating before submitting to the state. Specific transportation services noted include: American Red Cross, Salvation Army, Brown County Human Services, N.E.W. Curative Rehabilitation, The Oneida Tribe, Driver Escort and Lamers Bus Lines.

Sup. Clancy moved and Mr. Pamperin seconded to approve the 2010 s.85.21 Specialized Transportation Grant. **MOTION CARRIED.**

LEGISLATIVE UPDATE: Mr. Diedrick noted that the provision of personal care services for people with disabilities to keep them in their own homes is still a part of the National Health Care Proposal.

DIRECTOR'S REPORT: Ms. Archambault stated that the ADRC was closed yesterday due to inclement weather. She reported that our emergency calling tree was implemented and it was very successful.

GREATER WISCONSIN AGENCY ON AGING RESOURCES (GWAar) NETWORK NOTES: Ms. Archambault distributed copies of the proposed GWAar Summary of their 2010-2012 Area Plan on Aging for board members to peruse. She also announced that GWAar will be holding a public hearing on Friday, December 11, 2009, from 1:00 -2:00 p.m. at N.E.W. Curative for the purpose of review and comment on their Area Plan on Aging.

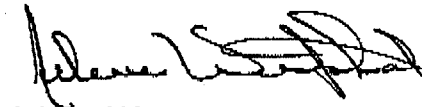
ANNOUNCEMENTS:

- Ms. Brown announced that N.E.W. Curative has renamed their building the "William Nystrom Center" in honor of Dr. Nystrom who served as director there for 33 years.
- Mr. Diedrick noted that Options for Independent Living renamed their building several years ago to the "David Hall Showcase Home".
- Mr. Maricque of the American Red Cross announced that the two part time Transportation Coordinator positions have been filled.

NEXT MEETING DATE – DECEMBER 10, 2009: The next ADRC Board of Director's Meeting will be held on Thursday, January 28, 2010, at 8:30 a.m. at the ADRC.

ADJOURN: Ms. Miller moved to adjourn and Ms. Finder-Stone seconded. **MOTION CARRIED.** The meeting adjourned at 9:50 a.m.

Respectfully submitted,



Arlene Westphal, Secretary

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
Tuesday, July 22, 2008
5:30 PM

Present: Audrey Murphy, Harold Pfotenhauer, Mary Scray, J. Tibbetts, M.D., Joe Van Deurzen

Excused: Don Murray

Staff Present: Judy Friederichs, Ricki Krautkramer, John Paul

Guests Present: Ray Kopish (Green Bay Chamber of Commerce)

1. CALL TO ORDER / INTRODUCTIONS / BOARD STATUS UPDATE

Judy reported that the County Executive is working with her to try to recruit a representative from the Hmong community to fill the Board vacancy. The person they have in mind works at NWTC. Judy has contacted this person – he is going to get back to her after consulting with members of some other boards that he serves on.

2. APPROVAL / MODIFICATION OF AGENDA

Motion: To Approve the agenda as presented. Van Deurzen / Photenhauer

MOTION CARRIED

3. APPROVAL OF MINUTES OF MARCH 11, 2008

Motion: To receive and place on file. Van Deurzen / Photenhauer

MOTION CARRIED

4. BUDGET 2009

Judy stated that the budget packet that was sent to board members includes only information regarding the levy portion of the budget. The levy target for the department was increased by approximately 2.3%.

Information Services chargebacks were calculated differently this year – charges were distributed among several different line items. Also, Information Services has started a new replacement program which will require us to pay 1/5 of our total equipment cost each year to cover the cost of regular replacement of all I.S. equipment. This equipment is almost completely funded by grant dollars.

Facilities Management chargebacks took a big jump this year – so Judy contacted the director of the department. He is doing some research with the management company that actually does the costing of these chargebacks. Audrey commented that this is the first year that the board has seen a breakdown of indirect costs. She is concerned about the size of the Facilities charge.

Joe commented that the increase in the budget is more than 2% when the levy increase allowed is only 2%. Judy stated that the salary increase alone was about 4% - so it gets tighter every year to meet the budget. In 2009, for example, all conference and training funds as well as security in the form of armored car and panic alarm service have been cut. In addition, an increase in Public Health Revenue helped to offset the increase in costs – this is mostly the result of a 9% increase in licensing fees as well as the use of fund balance from grant carryover.

Judy stated that her biggest concern with the budget is that it will be difficult to keep staff abreast of current information in their field after cutting out conference allowances and supportive materials (books, videos, etc.).

John stated he is looking at a change in the pre-inspection fee schedule. The new structure would have fees assessed for each license rather than for each establishment. For example, a hotel with a restaurant and a pool would pay separate fees for the hotel, the restaurant and the pool. This makes the fee structure fairer for small establishments with one license vs. large establishments with several licenses. These fees will be included in the fee schedule submitted with the budget packet. Joe commented that pre-inspections can potentially save the establishment owner a lot of money if the inspector finds something important that needs to be fixed before the establishment opens.

Judy stated that the budget is due at the end of the week.

Audrey asked if Judy is comfortable eliminating the funding for security monitoring. Judy stated that the system has never been used in an emergency, but was installed based on the recommendation of the Safety Committee and the Sheriff's department. Audrey also asked whether deposits could be transported by someone else such as the Treasurer. Judy stated that other departments pay for armored car service through the Treasurer's office. Mary asked whether a Sheriff's deputy could make the deliveries. Judy stated that the department was not able to get a deputy to accompany a nurse on a dangerous home visit – so it would be next to impossible to get them to make deposits for us.

Mary asked what was included in "Equipment Non-Outlay". Judy stated that this mostly included the equipment amortization plan for Information Services.

Mary asked Judy if she has anything in mind to cut from the budget if she is asked to. Judy said that it would be very difficult since most of the items that had been on a "cut list" in the past have already been cut.

The budget meeting with the County Executive is scheduled for August 13th.

MOTION: To approve the proposed 2009 budget as presented.
Van Deurzen / Tibbetts

MOTION CARRIED

5. UPDATE: TEENAGE PREGNANCY (Ricki Krautkramer)

Ricki said that the 2007 statistics are not yet available. There was some excellent media coverage following the last Board of Health meeting. Ricki received a lot of response related to that media coverage.

A provider summit was held at UWGB in partnership with United Way – 170 people registered for this event. Attendance included a cross-section of educators, faith-based representatives, parents, etc.

Several new members have been added to the prevention committee as a result of media coverage.

Audrey asked what the makeup of the committee is. Ricki stated that there are representatives from the YWCA, St. Mary's A Woman's Place, Think Marriage, Wise Woman Gathering Place – but no educators. She would like to do some outreach to get educators on the committee.

Ricki distributed some statistics from the United Way regarding the impact on the community of teen pregnancy.

Joe suggested that Ricki write an article for the Press Gazette when the 2007 statistics become available.

Audrey said that she attended the summit at UWGB. She said that she was encouraged by Harry Sidney's speech about accountability and responsibility. Audrey also shared an article from the Milwaukee Journal regarding teen pregnancy. She stated that she would like to attend one of the prevention committee meetings. Ricki stated that the meetings are on the 4th Tuesday of the month at 3:00. The next 2 meetings will be held at the Health Department office.

6. STATUS: ODOR COMPLAINTS (John Paul)
SUMMER MONITORING OF OWBF

John said that there have been no complaints so far this season regarding Allen Canning. However, there have been 31 complaints with one citation so far for Packerland Packing – this is the first violation for Packerland this year. John and Joe Nowak have met with representatives from Allen who seem to be going forward with the change to how they hold and dispose of their waste water.

Audrey asked for an update on the Allen Canning citation that was supposed to go to court in December. John stated that it will be going to trial on July 31st.

John stated that the department doesn't receive many calls regarding outdoor wood-burning stoves. He did respond with Rob Gollman to a complaint in Dykesville recently – the issue there may be solved with an extension to the stack on the stove in question.

Dr. Tibbetts brought in an article from the April Press Gazette. He said that there are 6 states that have at least 10,000 units in place – Wisconsin has 27,000. There are no federal or state regulations regarding use of these furnaces. The industry is trying to deal with concerns to some extent – but the manufacturers aren't even complying with those requirements. He feels that the state and federal governments should pass legislation to regulate these units.

John stated that no birds have tested positive for West Nile Virus in our area as of today. There have been positive animals in Eau Claire and Douglas Counties but no human cases in the state.

7. DIRECTOR'S REPORT

There have been four cases of E. Coli reported in our area that were linked to each other but not to the national cases that have been in the news recently.

There have also been some cases of salmonella that are linked but not connected to the tomatoes or jalapenos in the national cases. Three of the local cases are also linked to another one in a county in Michigan. A restaurant may be linked to all of the cases. The infected individuals did not want to share information that would have been helpful in pinpointed the source of these infections.

There have been a few cases of Measles – mostly in the southern part of the state.

Judy said that there is currently a shortage of rabies vaccine due to a temporary shutdown of one of the manufacturers. The sole manufacturer at this point is asking that providers submit a request for vaccine only after a patient is exposed. Judy is in contact with the state and with CDC to work out a better way to have vaccine on-hand before it is needed.

The Division of Health is working to develop local teams to measure radiation within a 50 mile radius of nuclear power plants. This would also include transportation of radioactive materials, etc. They have approached the department to include sanitarians on the local team. One sanitarian has expressed interest as has the local preparedness coordinator. They will be expected to attend a one-time, 2-week training course with annual regional updates and exercises thereafter. Judy has agreed to commit to the program for a period of three years and will decide whether to continue after that point.

Judy said that the state has wanted to reduce the number of preparedness consortia across the state. At this time there are 11 consortia – the state would like to reduce that to 5 or 6. The biggest reason is the reduction in funding from CDC. The deadline for making these reductions is the end of 2009. A decision as to who will be the fiscal agent in our region must be made by the end of March. The regional public health officers meet every other month and have been holding strategic planning sessions to determine how the regional consortium might be structured, what existing staff can be maintained, etc. The current vacancies in the BCOLM consortium will not be filled at this time.

Judy has participated in local planning meetings with healthcare partners regarding a number of preparedness plan topics as well as the antiviral distribution plan that was recently released by the state. In addition, the Northeast region held a meeting in June, also focusing on the antiviral distribution plan. In a pandemic, the state would be a distributing point for antiviral medication for 20% of the population – which would be people who met the appropriate criteria for being ill. The state is looking for clinics who might be able and willing to distribute antiviral medication according to their guidelines and have facilities to receive these patients without exposing anyone else. There was interest from some nursing homes in the region.

Health department staff were involved with the boil water notice in Bellevue. While we do not do water testing for Bellevue, we have about 40 licensed establishments that staff worked with to help them run their facilities without access to municipal water.

Health department staff participated in Farm Technology Days – although it was only open about half of the time before it was evacuated due to the heavy rain. Public Health Nurses gave 300 doses of tetanus vaccines during the time they were there. There was also a very large booth area

with general public health and preparedness information. Local Emergency Planning, Tobacco and Wisconsin Well Woman programs also had displays in the booth.

8. OTHER BUSINESS AUTHORIZED BY LAW

Dr. Tibbetts received an update from Senator Dave Hansen regarding the tobacco legislation. The letter indicated that there has been no progress on the issue at this point.

9. ADJOURNMENT / NEXT MEETING

The next meeting was scheduled for September 9th at 5:30 PM.

Motion: To Adjourn at 7:05 PM. Scray / Pfothauer

MOTION CARRIED

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
Tuesday, September 16, 2008
5:30 PM

Present: Audrey Murphy, Harold Pfothhauer, J. Tibbetts, M.D., Joe Van Deurzen

Excused: Mary Scray

Absent: Don Murray

Staff Present: Judy Friederichs, John Paul

1. CALL TO ORDER / INTRODUCTIONS / BOARD STATUS UPDATE

Judy stated that she had sent a follow-up message to the gentleman at the Hmong Community Center regarding the recruitment of a member from their community. He told Judy that he would talk with the director of the center to try to find someone who might be interested.

Audrey said that it is necessary to try to find representation from the diverse cultures in our community not only in an effort to represent the community but also to satisfy the requirements of the state's health department audit. She further stated that it is important to get this position filled since two board members' terms expire at the end of the year.

2. APPROVAL / MODIFICATION OF AGENDA

Motion: To Approve the agenda as presented. VanDeurzen / Tibbetts

MOTION CARRIED

3. APPROVAL OF MINUTES OF JULY 22, 2008

Motion: To receive and place on file. VanDeurzen / Pfothhauer

MOTION CARRIED

4. STATUS: ODOR COMPLAINTS

John Paul distributed an article that appeared in the Press Gazette regarding Smithfield's (formerly Packerland Packing) plan to raise exhaust stacks to reduce odor.

So far this year, there have been 83 complaints regarding odor at Smithfield – 32 of those complaints were not verifiable for a variety of reasons.

There have been only two days of complaints regarding Allen Canning with a total of four complaints. Two of those complaints were related to odor that originated in Oconto County from land-application of waste water from Allen. Corporate Counsel's office expressed concern about the health department pursuing complaints about odor that does not originate in our county.

Dr. Tibbetts stated that he disagrees with Corporation Counsel's assessment that this would not be under Brown County's jurisdiction – the odor originates from Allen Canning's byproduct, therefore they should be responsible for it. Judy said that she believes the ordinance states that within a certain distance from the county's boundary we may still have jurisdiction. However, in other areas of public health follow-up (food-borne illness, animal bites, etc.), the agency with primary responsibility is the one whose jurisdiction is the source of the problem.

John said that there were a couple of odor complaints regarding Whitfield Auto and Beck Cabinets. The sanitarian is working with the owners of these businesses to explore ways to contain the odor from the products that they use.

Audrey asked for an update on the citation that Allen Canning was contesting at trial. John said that he checked with the circuit court and found that the case was "dismissed on defendant's motion..." Judy said that she wonders if they were able to demonstrate that they have changed their practices and have reduced the odor that they are producing. Joe agreed that this is probably the case.

Dr. Tibbetts asked how many citations have been issued in relation to the complaints regarding Smithfield this year. John said that the requirements of the ordinance (verified complaints from 3 different addresses within 8 hours) were only met once. That one citation was issued in June and has been paid.

John said that staff responded to a complaint last spring regarding noise / vibration at a house on the east side. John and the sanitarian (Rob Gollman) tested the noise level at St. Bernard's church and found that all noise was at an acceptable level. Supervisor Andy Nichol森 made a request that noise levels at Schreiber as well as from the roof of the church be measured. Judy, John and Corporation Counsel decided that the code does not allow this type of inspection.

5. BUDGET 2009

Judy said that the County Executive's budget proposal came out last Friday. The proposal is similar to the one submitted by the department with some minor changes to Information Services chargebacks and fringe benefits.

Joe asked if there were any changes from the information given to the board at the last meeting. Judy said that there were not.

Audrey asked if Judy had heard anything back from Facilities Management regarding the large increase in that chargeback for 2009. Judy said that Bill Dowell did get back to her and said that it had something to do with charges that were mistakenly omitted from the chargebacks to the health department the previous year – this increase made up for that error. The mistake was made by the company that assesses what portion of Facilities' budget should be charged to each department.

The Human Services Committee will have their budget hearing in October; the County Board budget meeting will be on the second Monday in November.

6. DIRECTOR'S REPORT

Judy reported that UW Health is using the RV parked outside of the Health Department building to complete health surveys of people in our community. This is being repeated in a number of areas around the state and they will be returning later in the year to survey additional subjects. The survey includes an interview, physical measurements and an environmental assessment. Judy said that the surveyors like to locate their RV near a health department to lend credibility to the study.

Judy presented the communicable disease report from Chua Xiong. There have been no major outbreaks since the last meeting. There have been a few reports of Lyme disease; a couple cases of E. Coli (possibly associated with people not washing their hands after touching animals); one case of bacterial meningitis with E. Coli being the bacteria, possibly acquired prenatally.

There is still a shortage of rabies vaccine. This is the result of remodeling of a manufacturing facility at Sanofi-Pasteur. Since the rabies season is almost over, demand for this vaccine should be reduced until next summer. Judy feels that people who are truly at risk are receiving the vaccine they need. Hospitals have been trading vaccine back and forth as needed. Where there is the ability to test the animal that has bitten

someone, the person will be required to wait until test results come back before starting the vaccine series. Judy stated that the department has sent 22 specimens to the State Lab of Hygiene for testing – some of which could not be tested – with only one bat testing positive. Judy said that, with the shortage, the state is not allowing people in high-risk occupations (such as animal handlers) to get pre-exposure vaccines.

The state statutes require that public health agencies periodically assess the health status of their community and establish priorities for responding to community needs. The state has interpreted “periodically” to be every 4-6 years. The last assessment done by Brown County was in 1996 with the 3 priorities being adolescent pregnancy, cardiovascular health and tobacco control. In 2002, an update on this assessment was accepted by the state. It is now time to do a new assessment. Judy has talked to other health departments throughout the state who had contracted with St. Norbert Survey Center to use parts of the survey done at the state and federal level to do local assessments. In this way, results can be compared against the rest of the state and the nation. A steering committee of partners would determine which topics to survey and interpret the results. United Way has agreed to work with our department as well as the De Pere and Oneida health departments in addition to medical partners in the community. Funding for the project will be shared among all of the participants. Judy felt that Public Health Preparedness funds would be appropriate to use for our portion of this project.

Judy asked whether one of the board members would be interested in participating on the steering committee for this assessment. She also asked Dr. Tibbetts if he would be willing to participate as our medical advisor. Dr. Tibbetts said that he would be willing.

Judy reported for Ricki Krautkramer that immunizations for school children have increased greatly this year due to new vaccine requirements. In August, 2007, 439 clients were given 1,000 doses of vaccine – in contrast, in August, 2008, 756 clients have been given 1,639 doses of vaccine. Dr. Tibbetts wondered what percentage of families take a waiver for religious or personal conviction reasons. Audrey said that she had read an article about how these children who are not vaccinated may expose other children to vaccine-preventable diseases. Judy stated that the schools keep track of the children who are not vaccinated for these reasons and excludes those children from school in the event of an outbreak. She will ask Ricki to report on the number of children who are not vaccinated due to these waivers.

7. ANY OTHER BUSINESS AUTHORIZED BY LAW

None.

8. ADJOURNMENT / NEXT MEETING

The next meeting is tentatively scheduled for November 17th at 5:30 PM in the Nursing Division area of the Health Department office.

MOTION: To Adjourn at 6:45 PM. VanDeurzen / Pfotenhauer

MOTION CARRIED

1c

PROCEEDINGS OF THE BOARD OF HEALTH MEETING

Monday, November 17, 2008

5:30 PM

Present: Audrey Murphy, Harold Pfothhauer, J. Tibbetts, M.D., Joe Van Deurzen, Don Murray, Vue Lor-Yang

Absent: Mary Scray

Staff Present: Judy Friederichs, John Paul, Ricki Krautkramer

Guests Present: Fred Moore (County Board Attorney), Larry Collins (JBS – Packerland), Mark Reimer (JBS – Packerland), Curt Grimm (JBS – Packerland), Steve Van Lannen (American Foods Group), Brett Losey (Sanimax), Tom Collins (Sanimax)

1. CALL TO ORDER / INTRODUCTIONS / BOARD STATUS UPDATE

Audrey welcomed and introduced the County Board Attorney, Fred Moore; and Vue Lor-Yang, a new Board of Health member. Vue Lor-Yang said she has been an Information and Assistance Specialist at the Aging and Disability Resource Center for 2 ½ years. She has a bachelor's degree in Social Work, and a graduate degree in Counseling.

2. APPROVAL / MODIFICATION OF AGENDA

Audrey said the agenda for the meeting is a revision of the agenda for the meeting originally scheduled for November 14, 2008.

Motion: To approve the agenda as presented. Van Deurzen / Tibbetts

MOTION CARRIED

3. APPROVAL OF MINUTES OF SEPTEMBER 16, 2008

MOTION: to receive and place on file. Van Deurzen / Pfothhauer

MOTION CARRIED

4. UPDATE: TEEN PREGNANCY (Ricki Krautkramer)

Ricki distributed and discussed the 2007 teen birth statistics for Brown County and the plans being implemented which are intended to help solve the problem.

There were 304 births to teen mothers in 2007, compared to 276 in 2006. The teen birthrate for 15 – 19 year olds increased from 33% in 2006 to 35.9% in 2007. A Teen Pregnancy Rate Chart comparing the rates of births per thousand in Brown County shows that the high rate was 40.0 in 2000, it decreased in 2005 and 2006 to 33, and then increased in 2007 to almost 36. The percentage of births in teens 17 and younger was 30% and in 18 and 19 year olds was 70%. Another chart showed the number of births per county from 1997 through 2007.

A community event sponsored by a grassroots coalition, the Salvation Army, and Celebration Church was held for parents and teens October 6th at Celebration Church. Over 1,000 people attended the event, and feedback was positive. A video of the presentation is available to the public.

The Adolescent Pregnancy Prevention Committee is looking for \$5,000 to hire someone to research the problem and find an effective evidence-based program. A committee member met with representatives from the United Way, but they are only funding new programs related to transportation and shelter in 2009. Audrey and Ricki talked about other community organizations to invite to the meetings. Audrey said that the Board would be advocates for this issue and want to be updated.

5. INFORMATION: School Immunization Law Waivers (Ricki Krautkramer)

Ricki distributed and discussed handouts from the 2007/2008 Checkpoint Report because the current school year's report isn't complete. We received 91 school reports reporting on over 38,000 students. Parents of 77 students claimed their children couldn't get shots because of a health waiver. A physician must sign the form, and it means the child can't get the shots because of a health reason. Parents of 37 students claimed a religious waiver which means parents checked the religion box and signed the form. Parents of 630 children claimed a personal conviction waiver. Parents check the box and sign the form. Wisconsin is criticized for including this waiver. It is a compromise for parents who don't want their children immunized and to get the legislation passed. Parents who know their children were immunized, but don't have a record use this waiver too. If parents do not turn in their child's record after being repeatedly asked for it, sometimes the schools encourage parents to sign this waiver. Parents of 118 students didn't turn in their children's immunization

records. About 500 students were considered behind schedule. This means they didn't get the shots before the report was sent.

Schools are required to send the report to the health department by the 40th school day; the health department's report is due to the state by November 15th. Seven schools haven't sent their report yet. If there is a disease outbreak, children who didn't receive the vaccine can be excluded.

6a. REQUEST FOR CLOSED SESSION UNDER WI STATUTE 19.85 (1) (e) AND (i) RE TO CHAPTER 38 (4) BROWN COUNTY CODE OF ORDINANCES

Audrey asked if the request for the closed session was still in place. If it isn't, the number six agenda item will be handled as departing from the regular order of business and hearing from people who wish to speak.

Mark Reimer, the general counsel of JBS Packerland, said he requested the closed session because he thought the amount of the third citation fine was set by the Board of Health. He said if the Board of Health wanted to discuss the amount of the fine with representatives from JBS Packerland, they were willing to discuss it in closed session. If the Board decides the fine according to the range the Board decided previously, going into closed session wasn't necessary. County Board attorney Fred Moore said if Packerland is requesting a closed session, the Board will pass on whether or not they want to go into closed session.

Joe asked if a third citation was issued, and Judy said the citation hasn't been issued yet. Audrey asked John to talk about the citation because she thought it was issued. John said the citation wasn't issued because the ordinance states that when the third citation is within 365 days of the first citation, the penalty is decided by the Board of Health. Judy said even though the Board of Health decided on a range of fines for the third citation, some county board members said if a third citation is being considered, they want the business invited to the Board of Health meeting to determine the third penalty. Audrey quoted the ordinance and agreed with John. The motion passed at the April 06 Board of Health meeting says that the penalty for the third citation begins at \$1,250, and the highest is \$2,000. Audrey said that will be the range of the citation; so 6a can be deleted from the agenda.

Audrey asked John to explain the history of the citations. John stated that the first citation was written approximately June 20th, and the fine of \$700 was paid. Later in the summer, another citation was issued; and it will be presented to the court on December 4th. On October 30th the third citation was issued. Audrey asked John how much he thought the penalty should

be, and he said past practice was to write it for the highest amount and let the courts decide how to handle it. Audrey agreed.

Joe asked John if improvements at Packerland have started. He said a Packerland representative gave a presentation about the project at the Human Services Committee Meeting and said work will begin in early spring.

Attorney Moore asked John if Packerland's ownership changed during the period of time from the first to the third citation. John said that he thought ownership changed after the second citation. Attorney Moore told the Board that if there has been a change of ownership, the violation couldn't be counted as the third violation because there was a new owner.

Audrey said if Packerland wanted to discuss number six on the agenda, they could depart from the regular order of business.

6. HEARING: CHAPTER 38 (4), BROWN COUNTY CODE OF ORDINANCES

MOTION: To suspend the rules to hear public input.

Van Deurzen / Pfotenhauer

MOTION CARRIED

Curtis Grimm, the General Manager of JBS Packerland, formerly known as Smithfield Beef Group: Mr. Grimm said that Smithfield Group Inc. is a separate legal entity that owns Smithfield Beef Group, Green Bay; it is the legal entity that owns and runs the Green Bay facility. The ownership of Smithfield Beef Group changed, but not the ownership of Smithfield Beef Group, Green Bay. If the citations were issued at the plant level, there is no change of ownership. If the citations were issued to the corporate parent level, there would have been a change of ownership on October 23rd. John didn't know how the first two citations were written.

Larry Collins, Environmental Manager at JBS Packerland, 1330 Lime Kiln Road, Green Bay: Mr. Collins said that a decision had been made to change the two main exhaust points in the rendering facility. The height of the main exhaust stack will be increased; and the biofilter exhaust that helps with high intensity vapors will be routed into the main exhaust stack. They will retrofit their ozone treatment system which will help treat the exhaust more aggressively before it leaves the stack. They have the permit, started designing the stack, and the project will go out for bids next week. They plan to be done before summer and will continually evaluate new technologies.

Audrey asked about the permit and if they've ever met with their neighbors about the odor. Mr. Collins said that they have a conditional use permit from the Zoning Committee. They invited their neighbors to a cookout and showed them their products and processing systems. It will be a yearly or biyearly event because they got favorable feedback. He has attended the Starlight Neighborhood Association meetings and was asked to be a board member.

Joe asked why there was excessive odor on the days the citations were issued. Mr. Collins said that all of the air treatment systems were functioning normally when the (alleged) third violation was noted, but an air hatch was found open. That might have caused the untreated odors to escape. The wind may also have been a factor. Mr. Grimm said that the first violation was issued when a company mixed the wrong chemical and it caused the chemical lines to get plugged. The alarms went off, but it was too late. The alarm system was automated after that incident.

Joe asked if they could determine if the violation was number one or number three. Attorney Moore said we couldn't because it depends how the first and second violations were worded. He recommended deciding the penalty, setting a court date for six months from now, and dropping the citation if the improvements are satisfactory.

Don asked what would happen if there were violations in the next six months. John stated that it would depend on whether it is the first, second or third violation. There are usually fewer complaints in the winter. There were more complaints this year than previous years. Attorney Moore said there could be a contingency saying "if there were no violations in the six month period" and suggested adding "substantial completion of the project."

MOTION: To return to regular business. Van Deurzen / Tibbetts

MOTION: The citation should be issued for the maximum amount of \$2,000, that the court date should be six months from the date of issue, and if there are no violations and there is substantial completion of the construction project to eliminate these problems, the citation will be dismissed and be considered null and void. Van Deurzen / Tibbetts

MOTION CARRIED: FIVE YEAS; ONE NAY

7. REQUEST FROM SUPERVISOR ANDY NICHOLSON FOR HEALTH DEPARTMENT AND COUNTY BOARD ATTORNEY TO REVIEW CHAPTER 38 (4), BROWN COUNTY CODE OF ORDINANCES, FOR POTENTIAL REVISIONS

Judy said there was a request to review the odor ordinance from Supervisor Nicholson to the County Board, which was referred to the October 22nd Human Services Committee.

Supervisor Nicholson made the following proposals:

1. A fee is charged each time a complaint is made regarding odor from an industrial or commercial source; and to make it part of the county ordinance.
2. As part of the ordinance, charge a service call fee when a response from a county employee is required to address the complaint. He made the comment that if sanitarians are being sent out over and over to the same establishment it gets expensive.
3. In the code of ordinances, it states that the Brown County Health Department shall issue a citation when the health department receives and verifies three complaints from individuals representing separate properties within Brown County within an eight hour period related to a single odor description. He would like this changed to state two verifiable complaints instead of three.

The Human Services Committee referred the communication to the Board for its review, comments, and recommendations. The communication was also sent to the county board attorney.

A work committee was formed of Board members, Attorney Moore, Supervisor Nicholson, and health department staff to review the suggestions. The meeting has been scheduled for November 24th; Dr. Tibbetts and Audrey will attend.

Audrey said Chapter 38 was revised in 2005 after nine months of work with the Board and Corporation Counsel, and they thought it was a good ordinance. People from the DNR said it was the best odor ordinance they have ever seen.

8. UPDATE: 2009 BUDGET

Judy said that funding for security and conferences was deleted to meet the budget target. The Human Services Committee reinstated the \$1,000

for security and the County Board approved it. Judy was told that work on a better county security plan is scheduled in 2009.

The County Board kept the hearing and vision programs in the budget, but wants other funding sources to be explored for 2010 and beyond. Pat Evans said he will be meeting with the school superintendent and will talk about the screening programs. The Board of Health was concerned when the programs were dropped a few years ago. Judy stated that funding and volunteer sources were explored then. The programs screen 16,800 students a year, and follow-up is done. The program's 2009 cost is approximately \$129,000. This will be discussed further at the January meeting.

9. DIRECTOR'S REPORT

There was a Foodborne outbreak at a wedding of 260 – 280 people. Most of the attendees lived outside of Brown County. Stool cultures were sent to the state, but nothing was identified; so they were sent to CDC. The sanitarian who inspected the facility didn't find any violations, and none of the employees were ill.

There were one case of Hepatitis A and a couple of Pertussis cases reported.

There have been four new cases of tuberculosis reported. Three are extra-pulmonary, so they aren't as contagious. The case in the lungs is growing slowly and not very infectious. Three cases are confirmed, the fourth is being treated as a case. Over 100 people are on preventive medication.

Health department staff worked with other counties on a cryptosporidiosis outbreak, the source wasn't found. There were two cases in Brown County.

There were three positive Rabies cases in animals reported this year, and a lot of bat exposures to humans. A shortage of rabies vaccine created a challenge for the department and health care providers in providing health care to exposed individuals.

The department is the Fiscal Agent for a consortium of 13 agencies in the preparedness program. The state wants three consortia to merge into one. This has been happening across the state. Judy stated that consortium members have been discussing issues and sending out surveys. The state is pleased with the process in Northeastern WI.

In 2010, the tobacco program must establish a multi-jurisdictional plan of service as with the preparedness program.

The community engagement forum discussion related to the Healthy WI 2020 State Public Health Plan will be deferred.

The department is the Fiscal Agent for a model that is similar to a self-survey during 2009. This process may be used in the accreditation of public health agencies.

The Brown County Health Department, Oneida Community Health Center and the De Pere Health Department have been meeting with local law enforcement and legal agencies about quarantine issues. A meeting will be scheduled in December with all of the law enforcement agencies invited to discuss preparedness, quarantine, and other issues.

10. ANY OTHER BUSINESS AUTHORIZED BY LAW

Dr. Tibbetts requested a review of people whose terms will expire. Joe's and Dr. Tibbetts' terms will expire December 31st. Judy will call the County Executive's office and ask that their re-appointments be on the County Board Meeting agenda.

11. ADJOURNMENT / NEXT MEETING

The next meeting is tentatively scheduled for January 13th in the health department large conference room.

MOTION: To Adjourn at 7:28 PM. VanDeurzen / Pfotenhauer

MOTION CARRIED

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
Tuesday, March 10, 2009
5:30 PM

Present: Audrey Murphy, Don Murray, Mary Scray, J. Tibbetts, M.D.

Excused: Harold Pfothauer, Vue Lor-Yang

Staff Present: Judy Friederichs, John Paul, Juli Gray, Rob Gollman, John Luetscher (Corporation Counsel)

Guests Present: Larry Collins (JBS, Packerland, Inc.), Brett Losey (Sanimax), Lucas Becks (Becks Quality Cabinets), Rick Gallenberger (Sherwin Williams), Gerald Becks (Becks Quality Cabinets), Joe Van Deurzen, Laura Mushinski (Allens, Inc.), Andy Nicholson (Brown County Board of Supervisors)

1. CALL TO ORDER, INTRODUCTIONS & BOARD STATUS UPDATE

Board members, John Luetscher (Corporation Counsel) and staff introduced themselves.

Judy reported that she has contacted the County Executive's office regarding the status of Joe Van Deurzen's reappointment to the board. The Executive's office told her that his name would be on the next County Board meeting agenda for a vote. Judy received a call from Vue Lor-Yang who told her that she will be resigning from the board because of family obligations.

Audrey stated that Mr. Van Deurzen's term ran out at the end of 2008 – there is often a delay in re-appointing members to subsequent terms because of the timing of County Board of Supervisors' meetings.

2. APPROVAL / MODIFICATION OF THE AGENDA

Audrey suggested that items 4 and 5 be switched so that informational items on the agenda can be completed before the floor is opened to guests who wish to speak in front of the board regarding item 5.

MOTION: To approve the modified agenda. Tibbetts / Scray

MOTION CARRIED

3. APPROVAL OF MINUTES OF JANUARY 13, 2009

MOTION: to approve the minutes.

Scray / Murray

MOTION CARRIED

4. INFORMATION: TOURIST ROOMING HOUSES

John Paul stated that the City Council is addressing the issue of tourist rooming houses on Shadow Lane, across from the stadium. Alderperson Wery contacted the health department to inform staff of potential problems with these houses. One of the houses was approved and licensed as a Tourist Rooming House. The other 5-6 home owners were notified via email of the requirements for licensing these homes. Two of the owners responded that they will no longer be operating as demand for the homes has declined due to the increase in the number of hotel / motel rooms available in the city. John stated that his staff just wanted to make sure the owners are aware of the requirements should they choose to be licensed as a tourist rooming house.

Audrey asked if John will be doing any follow-up on the 3 or 4 houses that John has not gotten a response from yet. John said that his staff will follow up when football season starts. If these homes are found to be operating as rooming houses without licenses, citations will be written and fines levied. John stated that the fee for licensing the homes is \$175 for pre-inspection and roughly \$140 for a license.

5. REVIEW OF CHAPTER 38, BROWN COUNTY CODE OF ORDINANCES, ODOR VIOLATIONS, FOR POTENTIAL REVISIONS

Audrey stated that this is a discussion that began last fall with concerns expressed by Supervisor Nicholson. At the last Board of Health meeting, a discussion took place regarding Supervisor Nicholson's concerns. Supervisor Nicholson was present along with Attorney Fred Mohr. Attorney Mohr stated that the ordinance that is currently in place is an enforcement ordinance rather than an inspection ordinance. At the January meeting, three issues were identified that were to be discussed at the next meeting. The first issue was the number of verified complaints necessary to issue a citation – the current ordinance requires 3 within an 8-hour period; the second was the possibility of increasing the fines for violations; and the third was the question of whether some of the sanitarians' expenses could be recouped if they have to go out to the same facility a number of times.

Audrey stated that the ordinance was revised in 2005. At the time, the board felt that they had put a lot of time and effort in to strengthening it and believed that it was a good ordinance, however the board is open to suggestions that might

improve it even further. Audrey asked the new Corporation Counsel, John Luetscher to address the three issues one at a time.

1) Attorney Luetscher said that he understood that Supervisor Nicholson had suggested that the number of complainants be reduced from three to two or even one. He said that this would obviously increase the number of violations since it is easier to verify an odor with only one or two complaints. He stated that the ordinance is a public nuisance ordinance – by definition, a public nuisance is something that affects more than one, or a significant number of people. The appellate courts in Wisconsin have not given a definition of what a significant number would be – but it does need to be a substantial number. He also said that the extent of the nuisance should also be taken in to account. Taking into account the definition of a public nuisance, Attorney Luetscher stated that the number of verified complaints required before a violation is issued should not be reduced to one, because that would be a private nuisance. He did not feel that there was really a difference between two and three. Audrey asked if it was reasonable to leave the time frame at 8 hours. He stated that according to the statistics provided by John Paul, increasing the time frame would not make a significant difference in the number of violations issued.

John Paul distributed a list of the complaint / violation statistics for 2008. He stated that three citations were issued based on a little more than 100 verified complaints. If two verified complaints had been required, 22 citations would have been issued. John suggested changing the complaint time frame to 12 hours to match the time frame for noise complaints since noise is contained in the same ordinance with odor.

Don asked how many times the same person has called in multiple complaints. John said that he does not have that information but that about 35% of complaints are not verifiable. John further said that the department frequently gets calls from a particular area or neighborhood – but he does not know how many calls come from the same person.

When asked for his input, Rob Gollman stated that the sanitarians are willing to do whatever the board decides is appropriate.

Attorney Luetscher asked Rob if, when a complaint comes in, the inspector waits for another complaint to come in before deciding whether a violation has occurred. Rob said that, typically what happens is that the inspector goes out to investigate the first complaint and gets another one or more calls while they are doing their investigation or when they are on their way home.

Audrey asked board members whether they would like to reduce the number of complaints necessary for a violation and/or whether the amount of time between complaints should be increased.

Mary said that she does not have a problem reducing the number of complaints to two but leaving the 8-hour time frame. Don said that he does not understand where the ordinance is falling short. He asked whether companies who had been cited are not making an effort to reduce the number of complaints. Supervisor Nicholson said that he expressed his opinion at the last Board of Health meeting. He feels that since the ordinance was revised in 2005 there have been ongoing problems and that the ordinance may need some tweaking. Dr. Tibbetts asked Supervisor Nicholson if a reduction in the number of complaints needed to issue a citation would meet his needs with the expectation that more citations will be issued. Supervisor Nicholson said that he does not necessarily expect more citations but feels that reducing the number of complaints required for a violation would hold companies more accountable to fix the problem. Audrey commented that the mission of the health department is not to be punitive but to work in a cooperative, educational fashion with businesses.

Audrey asked that the board keep in mind the possibility of reducing the number of complaints from three to two and keeping the 8 hour time frame intact while the other two issues are being discussed.

Supervisor Nicholson asked where the idea of increasing the time frame came from – it was not part of his recommendations. Audrey said that this was a suggestion by staff which would make the ordinance more uniform between the provisions for noise and odor.

2) Audrey stated that the second issue is the idea of increasing the fines for violations. The ordinance states that the fine for the first violation is not less than \$50 and not more than \$500; the second within a 365 day period is not less than \$250 and not more than \$1,000; the third fine is to be determined by the board. However, a motion was made in November, 2006 to set the penalty for a third violation to \$1,250 to \$2,000. The motion further stated that fourth and subsequent violations would require the business to appear before the board.

Attorney Luetscher said that the third violation cannot remain as it is – a maximum must be set. The change recommended by the motion must be made part of the ordinance. He further stated that the forfeitures included in an ordinance by law cannot be punitive – they are intended to correct and educate. The fines must be reasonably related to the cost to a municipality to address the concern.

3) The third issue was to recoup some of the expenses related to the sanitarians' time responding to complaints. Attorney Luetscher confirmed that you cannot charge a company just because someone complains. He looked in to adding "costs" to a fine that would go to the department and determined that this is also not allowed. The forfeiture itself is supposed to be the vehicle to recoup those costs.

Judy said that John Paul has talked to Land Conservation which has a procedure that includes fines being paid directly to their department. Attorney Luetscher said that he has also talked with Land Conservation and said that the practice of collecting those fines and keeping them in the department would not work in this case.

Audrey asked board members if they agreed that the number of violations be reduced to two, the time frame should stay at 8 hours and that the motion from November, 2006 be put in place to set a minimum and maximum fine for a third violation. Don said that he did not agree that the number of complaints should be reduced to two unless there is real evidence showing that there is abuse by a company that shows things are not getting fixed by being fined.

MOTION: To depart from the regular order of business to hear public comment.
Scray / Murray

MOTION CARRIED

Joe Van Deurzen, 713 Eau Pleine, De Pere: Mr. Van Deurzen stated that the board had spent a ton of time working to revise the ordinance in 2005. Everyone here tonight has talked only about companies – but this ordinance is for the county of Brown. This ordinance takes into consideration any citizens such as someone with a wood-burning stove, or someone who decides to smoke fish. If we have a company with a terrible odor, getting 3 complaints is not going to be a problem. But, if an individual has 2 neighbors that are mad at them, they are going to be punished. The board put the 3 complaints in there in an effort to be cautious and protect individuals who might be creating an odor. Mr. Van Deurzen pointed out that odors created by farmers aren't a violation because it is an agricultural use – but someone who spreads manure on their back yard garden and creates an odor can be issued a fine. The purpose of the health department is to help and educate the public – not to make money. Another thing, when it comes to odor, there is no meter like there is for noise. Mr. Van Deurzen stated that if he were on the board, he would not vote to change the ordinance.

Larry Collins, Environmental Manager for JBS Packerland: Mr. Collins stated that he has respect for everyone speaking tonight. He said that he feels that the ordinance as it exists does have teeth. Everyone knows that the county has been citing Packerland for some time, often with a lot of frustration. He stated that Packerland has invested a lot of money on improvements relating to odor: \$330,000 on stack project; \$30,000 on improvements to the ozone generator; \$32,000 for a chemical storage building; \$75,000 to improve odor control at the wastewater treatment plant; \$20,000 - \$30,000 working on some small, isolated opportunities at the plant. He said that he questions why this is occurring now because he sat at a meeting just a couple of months ago where more than one

board member stated that they were satisfied with the ordinance as it is. He further pointed out that multi-million dollar corporations are having problems making ends meet now too. Mr. Collins stated that he has personally stood in front of a house where someone called to complain with members of the Board of Health and there was no odor. He said that it brings into question the subjectivity and the fairness of the process. One neighbor could be upset and call their friend two houses away and say that Packerland stinks again and all of a sudden you have a violation. Packerland is satisfied with the ordinance as it is, and feels that it is effective.

Mary asked when the changes at Packerland would take place. Larry stated that they are hoping that the stack will be finished by April 1st.

Lucas Becks, Becks Quality Cabinets: Mr. Becks said that they spray different finishes in their business and have been in touch with the DNR regarding emissions, etc. and have been told that they are in compliance with the DNR's emissions rules. He said that he would not know what to change in order to comply with this ordinance if it is changed. His business is in an industrial park with other companies yet they have been visited twice due to complaints. As was mentioned before, if the ordinance is changed to only 2 complaints, one neighbor could call another neighbor and you've got a violation.

Brett Losey, Environmental Supervisor with Sanimax: Mr. Losey stated that he is in complete agreement with Joe and Larry regarding how the ordinance is currently written. The "three strikes" rule is what America is built on. In terms of identifying a public nuisance, where a substantial number of citizens are affected, two complaints is still questionable as far as showing that a substantial number are affected. Three complaints still seems reasonable to warrant a citation.

Laura Mushinski, Director of Environmental Quality for Allens: Ms. Mushinski stated that the ordinance as it is now is working. Allen's received a citation two years ago and had a major drop in complaints last summer by walking away from millions in investments in their wastewater facility with the ordinance as it is now.

MOTION: To return to the regular order of business. Tibbetts / Scray

MOTION CARRIED

Audrey asked board members to give their feedback after hearing from the attorney and the public. She stated that the housekeeping related to the third citation needs to be taken care of.

MOTION: To leave the ordinance as-is. Murray / Tibbetts

DISCUSSION: Mary asked if there is an ordinance from another county that would help with this discussion. Attorney Luetscher said that he has looked and discovered that there are not a lot of these ordinances out there. A few that he found were very basic – similar to what Brown County had prior to 2005. Other jurisdictions outside of Wisconsin have created more elaborate ordinances. These jurisdictions do have instruments that can measure odors. However, he did not find any other jurisdictions with a better ordinance. This ordinance is unique in identifying the number of complaints constituting a violation.

MOTION CARRIED: Yeas 3 (Dr. Tibbetts, Mrs. Murphy, Mr. Murray)
Nays 1 (Mrs. Scray)

MOTION: To include in the ordinance a penalty of \$1,250 to \$2,000 for all third violations to the odor ordinance within a 365 day period.
Scray / Murray

MOTION CARRIED

Judy asked Attorney Luetscher whether violations beyond the third in a 365 day period would be treated the same as the third. He stated that, yes, the third and subsequent violations would be treated the same.

6. DIRECTOR'S REPORT

Judy stated that APAC, who had received a single complaint regarding noise last year, had agreed to test their backup generator once a month. Health department staff did follow up with the company and with the complainant. John was unable to contact the complainant and no other complaints have been made. Rob Gollman plans to run a check on the noise again to make sure there is no longer a concern.

The Hearing & Vision working group has met. The biggest part of the meeting was informational – giving people the opportunity to ask questions. Julie Knier, County Board Supervisor will be doing some research on statutes in other states related to hearing and vision screening. If she feels the need to re-convene the group, she will let Judy know. One thing that was helpful to the school districts was the knowledge that there were problems with their volunteers. The districts were going to try to be helpful to the program in making sure there are volunteers present to help with screenings.

Mary asked what years the health department screens. She stated that the Lions Club screens kindergarten and 4-year-old kindergarten and feels that there is a duplication of service in that age group. Judy said that Mary would need to check with Ricki Krautkramer regarding this since they have worked hard over the years to avoid duplication. Mary said that she would like to look at combining the Lions group and the Health Department to make sure duplication is not

happening. Dr. Tibbetts and Judy stated that there is not duplication; the screenings are coordinated to prevent that. Don stated that the schools would tell organizations if their students were being screened twice as they want to avoid disruption of the school day.

CD Update: Cases reported include a case each of Pertussis, Shigella, and Blastomycosis—all in adults. In the case of Shigella, it is important to determine if the person works in a sensitive occupation like food-handling. If the person is so employed, he/she must have a negative test result before return to work. There have also been some cases of Hepatitis A and C. The first case of Sapovirus in the state was reported in Brown County; this is similar to Norovirus. This virus usually occurs in infants and children; however this outbreak was in adults in a group home. Influenza activity is low as of the end of February. The state is not sure whether there will be a peak in activity or if it will remain in the low category.

We have just received information on our 140 review which is the audit that occurs every 5 years. It's extensive in that it looks at our compliance to the statutes at Level III. This time we will be filling out an electronic survey to complete the audit. We are to inform the state which month the survey will be completed.

The preparedness exercise originally scheduled on October 1st has been changed to August 5th. This eliminates the option to provide flu vaccine at the exercise which had been the original plan. This will be an exercise to practice receiving a package from the Strategic National Stockpile.

Judy said that she had prepared a brochure for Vue Lor-Yang during her training that summarized preparedness activities in the county. She distributed a copy of the brochure to board members. She suggested that Steve Johnson come to the next meeting to do a presentation on preparedness activities.

7. ANY OTHER BUSINESS AUTHORIZED BY LAW

No other items were discussed.

8. ADJOURNMENT/NEXT MEETING

The next meeting is scheduled for May 12th. Judy and Mary indicated that the change to the ordinance will be brought through the County Board process by the next meeting.

MOTION: To Adjourn at 7:02 PM. Scray / Tibbetts

MOTION CARRIED

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
Tuesday, June 9, 2009
5:30 PM

Present: Audrey Murphy, Joe Van Deurzen, Mary Scray, Harold Pfotenhauer, J. Tibbetts, M.D.

Absent: Don Murray

Staff Present: Judy Friederichs, John Paul

Guests Present: Scott Patrick (WTAQ), Jeff Buboltz (WI Department of Family Services), Sarah Strelow (WI Department of Family Services), Julie Beyton (UWGB Nursing Student)

1. CALL TO ORDER, INTRODUCTIONS & BOARD STATUS UPDATE

Board members and guests introduced themselves. Judy welcomed Joe Van Deurzen back to the board. Judy also announced that Vue Lor-Yang has officially resigned her position on the board. Judy has approached a leader in the Hmong community to try to find another potential board member to fill the current vacancy.

2. APPROVAL / MODIFICATION OF THE AGENDA

MOTION: To approve the agenda. Van Deurzen / Pfotenhauer

MOTION CARRIED

3. APPROVAL OF MINUTES OF MARCH 10, 2009

MOTION: to receive and place on file Van Deurzen / Pfotenhauer

MOTION CARRIED

4. UPDATE ODOR ORDINANCE / COMPLAINTS

John Paul distributed information regarding complaints that were called in to the health department in the last year (attached). The complaints related to eight different odor sources. Three of the complaints listed were in relation to agricultural land-spreading, which is exempt from the nuisance ordinance.

John indicated that he and other health department staff visited Packerland to view the new stack that was recently installed. He also stated that the citation that was issued to Packerland last October has been dismissed due to the

successful completion of the required stack upgrade. Audrey asked John if he felt that the stack would be effective – he indicated that he does.

Judy stated that the revision to the nuisance ordinance that was discussed at the last meeting was approved by the County Board.

MOTION: To receive and place on file. Van Deurzen / Scray

MOTION CARRIED

5. UPDATE NOVEL H1N1 INFLUENZA A

Judy stated that the planning that has been done over the last several years was very helpful in responding to H1N1. Goals were to reduce transmission and severity and to provide information and assistance to a variety of groups including the general public. Currently, there are 21 confirmed cases between Brown County, De Pere and Oneida. 261 tests were negative. Most cases have been young adults. The state has speculated that the high number of cases in Wisconsin is more a function of the large amount of testing that has been done and probably not a higher number of actual cases in the state. As of May 11, the testing criteria are ramped down – the state is focusing testing on those with severe illness, healthcare workers and residents of long-term care facilities. This reduction in individual testing is moving toward surveillance methods for typical seasonal influenza, which is not individual based. The state is not (at this point in the outbreak) recommending closure of schools, daycare centers, etc. when a single case is confirmed – instead, health department staff send a letter to parents of classmate or coworkers with notifying them of a case and providing information on prevention of transmission of the virus and symptoms to watch for to assure early isolation. Pharmaceutical companies are working with CDC to possibly develop a 2-dose vaccine that would be administered in addition to the seasonal influenza vaccine. The amount of vaccine able to be produced is not known.

A total of 7 press conferences have been held – one jointly with De Pere and another jointly with the Green Bay school district. Judy also participated in a panel web-discussion sponsored by the Press Gazette. Talking points were distributed to media at each press conference. Planning sessions were held in person and via teleconference with first responders that have also included the mayor, county executive, representatives from school districts and health care personnel. Communication also took place throughout the event using the E-Sponder website which is routinely used by emergency government. Staff translated informational materials to Spanish and distributed the materials in key sites. Information was also distributed to churches through an interdenominational group. A number of broadcast faxes were sent out to groups such as the schools and infection control practitioners. Also, many updates were sent out to health care practitioners, sometimes several times per day in the

beginning of the outbreak when many outbreak management changes occurred. The after-hours answering service was helpful in fielding calls from healthcare providers. The state held teleconferences 3 times a week and reduced that number to twice a week until concluding them altogether.

Dr. Tibbetts said that he would like to offer sincere support to Judy and the department for handling this complicated issue. He stated that there were a couple of editorials that were not totally flattering but were understandable on both sides. He stated that he would like to go on record offering his support. Audrey said that she agreed and would like to thank Judy and the staff.

Judy said that, regarding the editorial in the Press Gazette, because of HIPAA rules, identifying information cannot be released in relation to cases. The state guideline is to release as little information as possible to protect the public's health. Age and gender are not information that would be helpful to the public for containment purposes.

6. DIRECTOR'S REPORT

John Paul said that the department has been awarded a Radon mini-grant that will provide 300 test kits for homeowners for a suggested donation of \$5. Money collected from donations will be used to purchase additional kits. Audrey asked what results were coming from the radon tests. John stated that some of the tests are coming in high and that the results from the tests are sent to the health department as well as to the homeowners. Information on mitigation is given to those whose tests have come back high.

The Beach Monitoring program is up and running again this year and will provide for weekly testing of several beaches in the county.

Judy said that the budget process for 2010 has begun. She distributed a copy of the SWOTS (Strengths, Weaknesses, Opportunities and Threats) form that was filled out by staff as a first step in the budget process. Judy reviewed each entry on the form (attached).

There is a new active TB case. Family members and close contacts have been tested and will be re-tested in July. An E-Coli case is linked to an outbreak in Arkansas.

The format has been given to us by the state for the state audit. This audit is conducted every four years and will be a self-evaluation this time. Staff will complete the tool by the end of October.

Judy and staff will be working with partners on community re-assessment.

The county has contracted with a safety consultant who will be meeting with all departments to develop a county-wide staff safety policy and procedure that is relevant to the individual department needs. Judy is meeting with this consultant to adapt safety policies and procedures that have already been developed for the health department. Audrey asked about the alarm system that had been removed from last year's budget. Judy responded that the funding for that security system was restored by the Human Services committee.

A public health nurse has resigned and will be leaving the department this summer. It's not clear whether we will be allowed to immediately fill that position.

Judy distributed a newsletter that the state sent out to boards of health members. Members indicated that they did receive this newsletter in the mail.

MOTION: To receive the report and place on file. Van Deurzen / Scray

MOTION CARRIED

7. ANY OTHER BUSINESS AUTHORIZED BY LAW

Audrey stated that it would be appropriate for the board to go on record supporting the director in her response to the H1N1 situation. Judy asked that the staff also be included.

MOTION: The Board of Health goes on record in support of the director of our health department and the entire staff as they provided professional service to our community in a very comprehensive way through the Novel H1N1 Influenza situation.
Scray / Pfothenauer

MOTION CARRIED

Mary Scray asked if Judy has talked with Executive Hinz regarding the vacancy on the board. Judy said that she has talked with the Executive's office who agreed to allow her to pursue leads with the executive director of the Hmong Center. Mary said that she had indicated that she would pass along that the new board member should be a Brown County Health Department jurisdiction resident.

8. ADJOURNMENT/NEXT MEETING

The next meeting is scheduled for July 21st at 5:30 PM. This will allow the board to give input prior to the budget being due (July 24) to the Department of Administration.

MOTION: To Adjourn at 6:40 PM. Scray / Van Deurzen

MOTION CARRIED

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
Wednesday, August 12, 2009
5:30 PM

Present: Audrey Murphy, Joe Van Deurzen, Mary Scray, Harold Pfothauer, J. Tibbetts, MD

Absent: Don Murray

Staff Present: Ricki Krautkramer, Judy Friederichs, John Paul

1. CALL TO ORDER & BOARD STATUS UPDATE

Judy stated that she has spoken with a leader in the Hmong community regarding a potential board member to fill the current vacancy.

2. APPROVAL / MODIFICATION OF THE AGENDA

MOTION: To approve the agenda. Van Deurzen /Pfothauer

MOTION CARRIED

3. APPROVAL OF MINUTES OF JUNE 9, 2009

MOTION: To receive and place on file. Van Deurzen Pfothauer

MOTION CARRIED

4. APPROVAL OF DEPARTMENT PROPOSAL FOR 2010 BUDGET

Several budget documents were mailed to board members prior to the meeting.

Judy discussed the Budget 2010 Levy Changes document. .60 FTE of a .80 FTE nurse position was "un-funded", but left on the Table of Organization for possible future use. A 2% increase in salaries was included in the salary and fringe calculations made by Administration. Total fringe benefit cost was reduced by \$32,000 from 2009 due to various discounts applied from the county's insurance fund.

Several items in Operation and Maintenance were decreased. Information Services added "Supplies Technology" to update the phone system and "Software Cost" to replace an out-dated client data base.

Joe asked about the \$980.00 maintenance agreement charge. Ricki said that I.S. had encouraged the department to purchase the agreement for a software program that was purchased in 2008. This software is used to send reminders to people who are scheduled for immunization clinic appointments.

Judy distributed and discussed a handout about I.S. chargebacks. There was a decrease in Total Utilities because of reduced phone usage. The Professional Contracts category includes contracts for veterinary services, the Sharps program, N.E.W. Community Clinic and the state licensing program consultant fee.

The department's levy target was decreased by 1.3% from 2009. License fee rates for 2010 were increased by 3%. John Paul said the fee for late-payment of license fees will be changed from a flat rate of \$218 to \$100.00 plus 10% of the establishment's total license fee. Grant Fund Balance will be used for replacing computers and purchasing a new client database. Audrey asked about the Carryover and Transfer In amounts, and Judy explained that it is this refers to the Grant Fund Balance account.

Judy and managers will meet with the county executive August 18th to discuss the 2010 budget.

MOTION: To approve the 2010 budget as presented.

Van Deurzen /Tibbetts

MOTION CARRIED

5. UPDATE ODOR ISSUES

John distributed and discussed an odor issue handout comparing the number of sites, the total number of complaints, and the percentage of odors verified from January through July 15th in 2008 and 2009. In 2008, 75% of 42 complaints were verified in three sites; and in 2009, 60% of 25 complaints were verified in eight sites. Two plants have made improvements causing the complaint number to decrease.

Health Department staff met with representatives from Sanimax and DNR staff to discuss future improvements. An on-site meeting will be scheduled at Sanimax to help Health Department staff become more familiar with their operation.

One complaint regarding Sanimax was made by another company in the area. John has consulted with John Leutscher, Corporation Counsel

regarding this complaint because the ordinance states that individuals may make complaints regarding odors that affect their enjoyment of their property. John Leutscher stated that the Health Department does not have jurisdiction over one company complaining about another company.

Audrey and Dr. Tibbetts expressed concern that the ordinance wasn't enforced in this situation. The Board decided to invite Corporation Counsel to the next meeting to clarify the ordinance.

6. NOVEL H1N1 (SWINE) INFLUENZA A PLANNING

Updated informational sheets were distributed and discussed.

Judy stated that vaccine trials will determine the number of doses needed, dosage strength, and other factors. Vaccine availability is projected for October. CDC has targeted the following groups to receive vaccine: pregnant women, individuals six months to 24 years, health care and emergency medical service workers, individuals who are 25 – 64 with health conditions putting them at higher risk for complications and individuals who live with or care for infants younger than six months. Vaccine will be distributed to public and private providers. Judy does not yet know where clinics will be based or how surveillance will be handled. The newest recommendation is to isolate individuals for 24 hours after fever resolution.

Judy stated that she is referring to the department's pandemic plan as well as her experience with the H1N1 response this past spring for planning. She will be looking at mass community clinic sites, talking with health care providers, and meeting with Emergency Management at the new EOC facility about volunteer management and press conference locations. Regional public health agencies are planning a seminar with at-risk providers to explain what public health does in emergencies and ask them how we can help. State webcast updates will be scheduled bimonthly. The department will receive \$64,000 in funding to help with H1N1 preparation. Other department activities have been scheduled earlier, so staff can concentrate on H1N1 activities.

Audrey asked if the public should receive regular flu shots before H1N1 shots and if staff could handle mass clinics. Ricki said recommendations are to give regular flu vaccine earlier. She is not concerned about mass clinics, but is concerned about school-based clinics because of staffing, the number of students and schools involved, volunteers, scheduling, data entry and parents' consent forms. Ricki and the Board discussed school-based clinic challenges. Mary asked if the school has any clinic responsibilities. Ricki said they don't have any legal responsibilities, but we do need their cooperation. Judy and Ricki have a meeting scheduled

with school superintendents to discuss clinic needs. Harold asked about the present number of swine flu cases. Judy said influenza-like activity is low state-wide.

7. DIRECTOR'S REPORT

There have been nine cases of Lyme Disease reported recently which is above average, but there were no links among the cases. Lyme Disease handouts were distributed.

The Department of Administration has instituted a "Voluntary Unpaid Leave" program. Staff may request time off without pay which is subject to supervisor approval. Four staff members have requested time off.

The state conducts an audit of all public health agencies every five years to determine whether the agencies remain compliant with state statutes. The Brown County Health Department is due to complete it's audit in 2009. The new audit format is an electronic version of the survey that was submitted five years ago – agencies are asked to report any changes to their operations from the last time the survey was submitted. The department's report will be submitted by the end of the summer.

The department will be conducting a community assessment in cooperation with the De Pere Health Department starting in January. A community assessment is a process of evaluating the health status of our community and making recommendations for improvement. When Judy, Mary Dorn from the De Pere Health Department, and the state nursing consultant met to explore options for doing the assessment; the group decided to invite local partners to meetings to review our jurisdictions' health data manual, have them fill out an important issues input sheet, have the consultant summarize the input sheets, meet with our partners to decide which priorities should be worked on, and form response groups to work on those priorities. Adolescent pregnancy prevention, cardiovascular health, and tobacco cessation and control have been our prior priorities from previous assessments.

Judy met with a safety consultant who was hired by the county to assess departments' safety needs, develop a safety policy, designate staff to work with a safety program and start needed training programs for all county departments. Judy stated that the consultant was impressed with the department's personal protective equipment and active safety committee. Audrey asked if money was involved, and Judy said the only expenditure would be people's time.

Ricki completed a childhood lead grant application for outreach and education.

2008 annual reports were distributed. They were sent to municipalities and County Board members. The report was also posted on the department's website.

MOTION: to receive the report and place on file Van Deurzen / Scray

8. ADJOURNMENT/NEXT MEETING

The next meeting will be scheduled tentatively for September 9th at 5:30 PM.

MOTION: To Adjourn at 6:45 PM.

Scray / Van Deurzen

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, December 15, 2009

Board Members Present: J. Van Sistine, M. Greenlaw, B. Clancy, S King

Board Members Excused: K. Prast

Others Present: B. Natelle, S. Goron, M. Hillert, A. Nizzia, M. Brick, S. Keckhaver

1. Call to order – 4:00 p.m. – J. Van Sistine.
2. Action Item: Approval of Board Minutes November 17, 2009: M. Greenlaw moved to approve the minutes of the November 17, 2009 Board meeting. B. Clancy seconded the motion. Motion carried.
3. Correspondence: A letter from Lamers Bus Lines was shared with the Board. Lamers had conducted a safety meeting with the drivers and reviewed numerous safety items and Blood Borne Pathogens. B. Clancy moved to place the letter on file. M. Greenlaw seconded the motion.
4. Action Item: Approval of Agenda: S. King moved to approve the agenda as presented. M. Greenlaw seconded the motion. Motion carried.
5. Action Item: Donations: Kohl's Department Stores donated \$1,000 to Rob Morris' classroom.

Rick of Frito-Lay donated 250 single serve bags of potato chips for the student holiday gift bags.

Freund Family Foundation donated \$500 to the school.

John & Audrey Keegan donated \$200 which has been designated to Sara Pyka's classroom.

Hank & Pat Mencheski donated \$100 to the Parent Organization toward the craft show.

Randy and Anne Fenwick donated \$2,000 in honor of Johnnie and Barb Gray.

Jack & Lois Fox donated \$100 for the student holiday gift bags.

Shopko Foundation donated \$1,000 for the "Dash for a Splash" 5K walk/run.

John & Carol Vermeulen donated \$100 for Hopp needs.

John Hettrich donated one red and one orange ball to the Phy Ed Department.

Mike Meyer, Regal Window & Door, donated eight \$15 Festival Foods gift certificates plus one turkey.

Michael Manders donated \$50 in honor of his wedding.

Trega Foods donated \$5,092.96 for Hopp Needs.

PROCEEDINGS OF BROWN COUNTY CDEB MEETING, DECEMBER 15, 2009:

Mr. & Mrs. Ed La Mere, Equitable Reserve Association, donated numerous stockings filled with candy bars, calendars and coloring books.

Mary Terrien donated three spa massage wrap massagers and two stuffed dogs with bottles inside for sensory stimulation for the Early Childhood classroom.

Randy Piontek, East Side Exhaust, donated a flocked Christmas Tree to decorate the school for the holidays.

De Pere Greenhouse donated a poinsettia.

Orion and Holly La Palm donated \$20 to Mr. Gehring's classroom for the class trip.

St. John Nepoumcene Catholic Church donated \$50 which has been designated for the Early Childhood classroom.

Curt Albers donated \$50 toward Megan Fry's classroom.

The following donations were received for the Pool Fund:

Donald Jr. & Julie Long Foundation - \$1,500

Scott King - \$2,500

Lyle Lamers - \$5,000

B. Clancy moved to approve these generous donations. S. King seconded the motion. Motion carried.

6. Action Item: Financial Report: M. Greenlaw moved to accept and place on file the financial report ending November 30, 2009. S. King seconded the motion. Motion carried.

7. Action Item: Administrators Report:

- a. M. Brick updated the Board on transportation. A new bus aide has been secured for a route that does not currently have a bus aide. There is one bus aide who is returning to school so we will be looking to replace her. Eleven of the thirteen routes are now covered with bus aides.
- b. The Syble Hopp School children decorated trees at the De Pere City Hall with the help of the Mayor, his staff, the police, fire and rescue department workers. The children also decorated the County Executive's tree with the help of the Executive and his staff. The ornaments on the trees are hand made ornaments by the children.
- c. The Holiday Program will be held in the afternoon and evening, December 16 at 1:00 p.m. and 6:30 p.m. Staff anticipates over 435 people to attend.

PROCEEDINGS OF BROWN COUNTY CDEB MEETING, DECEMBER 15, 2009:

- d. K. Prast requested we move the board meeting from Tuesday night to Wednesday nights at least until December, 2010 due to her class schedule. After discussion, it was decided to change the Board meetings to the fourth Wednesday of each month beginning with the Wednesday, January 27th meeting.
 - e. S. Goron reviewed the Alternate Assessment process with the Board. As required the Alternate Assessments were administered to students in the 3, 4 and 5th grades during November. The Syble Hopp teachers did an outstanding job with the individual assessments. The assessment materials have now been sent back to the students Districts of Residence.
 - f. A. Nizzia reported that her transition to the Principal position has been going well. She has been gaining many new experiences.
- B. Clancy moved to accept the Administrator's Report. M. Greenlaw seconded the motion. Motion carried.
- 8. Action Item: Payment of Bills: M. Greenlaw moved to pay the bills totaling \$350,408.43 General fund and \$16,246.73 Pool Fund for the month ending November, 2009. S. King seconded the motion. Motion carried.
 - 9. Action Item: Parent Organization: M. Hillert reported that the parents are continuing the mixed nuts sale. There are approximately 60 cases of nuts left. B. Clancy moved to accept the Parent Organization report. M. Greenlaw seconded the motion. Motion carried.
 - 10. Executive Session: The board will move to executive session as allowed by WI Stats 19.85(1)(c)(e) to discuss personnel and negotiations: M. Greenlaw moved to executive session as allowed by WI Stats 19.85(1)(c)(e) to discuss personnel and negotiations. B. Clancy seconded the motion. Motion carried.
 - 11. Staff Request: M. Greenlaw moved to approve the request as discussed. S. King seconded the motion. Motion carried.
 - 12. Adjournment: M. Greenlaw moved to adjourn the meeting at 4:35 p.m. B. Clancy seconded the motion. Motion carried.
- lh

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats. a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, November 3, 2009, at 5:15 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Don Bettine, Jim Haskins, Jack Krueger, John Maino,
Duane "Snake" Pierce, Sherry Steenbock, John Walschinski.
EXCUSED: Kristen Verhaagh, Troy Ness
ALSO PRESENT: Jerry Polus.

1. Call Meeting to Order:

The meeting was called to order by Chairman Jack Krueger at 5:15 p.m.

2. Invocation by Jim Haskins.

3. Approve/modify agenda:

A motion was made by Walschinski and seconded by Haskins to approve.
Vote taken. **MOTION CARRIED UNANIMOUSLY.**

4. Approve/Modify Minutes of October 13, 2009.

A motion was made by Bettine and seconded by Pierce to approve. Vote
taken. **MOTION CARRIED UNANIMOUSLY.**

5. Discuss Plans for the 2009 Veterans' Day Program at Duck Creek VFW.

Sherry Steenbock provided a list of donors and donations to the committee and stated she was fortunate to get five new sponsors. Although there were a few sponsors that declined due to the economy she stated overall she was pleased with the response.

Chair Krueger stated that he was told by Ms Verhaagh that Hinterland Brewery will offer free beer with any purchase.

Steenbock stated with regards to advertising in the paper, she had confirmed with five papers noting Ashwaubenon Press, DePere, Denmark Press, Green Bay Press Gazette and the Green Bay Sun. The Ashwaubenon Press plans to have two articles in their paper, one regarding the VFW activity and the authors.

A brief discussion ensued with regards to passing out tickets and the announcement of winners. Maino suggested posting the winning tickets on a board and announcing in the beginning that the tickets will be posted at specified times. The concerns with announcing the winners like they have in the past are that the acoustics in the building are not very good and not everyone can hear. Steenbock added that this year she thought passing the ticket out at the door would make more sense than walking around to see if tickets had been received by all.

Haskins reported that he had filled up his 9 in '09 and actually have 11 sponsors confirmed.

6. Report from CVSO Jerry Polus (if available).

Jerry reported on the Honor Flight from last Tuesday stating it was a fantastic experience. He stated that if anyone was interested in being a guardian there was a special application and a \$500 fee but noted it was a life changing, unforgettable experience.

7. Report from Chair Jack Krueger: No report.

8. Report from Committee Members (Steenbock, Bettine, Haskins, Maino, Pierce, Verhaagh, & Walschinski).

Haskins reported on the following:

- The Golden Corral will have their free dinner for Veterans on Monday, November 16th from 5-9 p.m.
- Applebee's will have their special for Veterans on Wednesday, November 11th.
- ESPN will do an all week broadcast for Veterans.
- Green Bay Yacht Club will have a ceremony, Saturday, November 7th at 11 a.m. including a 21 gun salute and reception.
- Stowe Drug Store had an entire front window display for Veterans.

Walschinski provided a copy of a presentation that he had been working on for the past two years to each committee member and stated he had been inspired to do this from a picture of a homeless Veteran on the cover of American Legion. As a member of the United States Army, although he did not serve in Vietnam the country, there were five men that he did serve with that did parish in Vietnam. The goal with this project is to help Veterans and members of their families.

Bettine reported that N.E.W. Lutheran High School is planning a special Veterans Day chapel services on November 10th at 9:30 a.m. The staff and students would like to send a cordial invitation to all veterans to attend. Recognizing that personal memories can contribute much to a better understanding of histories, the seniors are doing a multimedia project as a classroom assignment for American Government and English and are looking for willing volunteers to be interviewed. The students will interview the volunteers and use some of the interviews for a multimedia presentation. Those who volunteer will receive a copy of the presentation after completion. The projects will be shown at Heritage Hill as part of their Memorial Day program. Maino announced that Green Bay West High School had contacted him and stated that their AVID Club also planned an event for Veteran's Day. Maino stated he received an email and will bring back more information. Bettine stated they are having the usual Memorial Day service at the Brown County Veterans Memorial Arena and every year the East High School DECA Club hands out thank yous.

Maino reported that he had a caramel apple sale at Festival Foods and raised \$600 in honor of Lance Cpl. Josh Wege from Fond du Lac who lost his feet after being wounded in Afghanistan. The Vietnam Vets Association and the Desert Veterans each made a donation of \$1,000 after hearing Maino on the radio. Maino also noted that he would like to bring in Jeff Forsburg to have him recognized. Maino stated that two years ago a woman had contacted him about her nephew who had almost zero communication from where he was stationed. Through donations and Mr. Forsburg's help, a computer café was set up with brand new laptops and free internet service.

Maino reported he will be spending some time in Appleton attending a huge drive at the American Legion (corner of Beaumont & College Ave.) with the goal to fill a Lamers bus full of supplies. He noted that if anyone was interested in collecting items, feel free to bring it down and drop it off. Even if it is going to a specific person, they will cover the shipping and packaging, etc.

Snake reported that on November 10th at 5pm at the American Legion Post 11 on Sals St., a flag retirement ceremony will be held. Snake informed the committee that on behalf of the Green Bay Packers, Mark Murphy would like to welcome Vietnam Veterans to Lambeau Field for their "Welcome Home" weekend, LZ Lambeau. This event will be comprised of three days of events, with the main event taking place on Saturday, May 22, 2010, in Lambeau Field, featuring special speakers, recognition, and music and premiere segments from the Wisconsin Vietnam War Stories documentary. Other events during the weekend include "The Moving Wall" which will be on display on Ridge Rd. For more info visit www.LZLambeau.org. Snake stated that the Honor Ride from LaCrosse to Green Bay will be put together by Rolling Thunder Chapters 3 & 4. Roughly a 230 mile ride that will have four or five stops with a final pick up at the Timber Rattlers Stadium in Appleton before heading to Green Bay. There is FAA clearance for a restored Vietnam era "Huey" helicopter to fly over the bikes. The gentleman that put it together is working on a number of aircrafts to be here and already had a possible second Huey and a 08G or 086 Chopper that was in Nam and is coming with its original pilot. Others may include a UH34V Marine Chopper that spent six years in Nam, a Mohawk, a Bird Dog, a Spooky Gunship, a C130, a C135 tanker, a Blackhawk, an Apache, a couple Cobras, an M22 Austria, a harrier jump jet, and some F16s to be on display at the airport. The Neville Museum, the Railroad Museum and Heritage Hill will also have exhibits. Everything on the grounds throughout the LZ Lambeau weekend is free except for the Saturday night event which will be ticketed due to the limited seating. Veterans can get tickets for \$2 (which is the cost of handling), non-vets \$10. There is talk of a possible concert Friday night at the Resch Center and for those who can not get in, a couple ladies from the USO were looking at setting up alternative entertainment possibly from the Vietnam era. Snake stated this event will be a "monster" and titled it the "Woodstock" for the people who were around or gone through this time in their lives. Newspaper and media coverage will start January 2010. The Press Gazette will have stories the week leading up to the event.

9. Such other Matters as Authorized by Law.

A brief discussion ensued with regards to "Thank you" plaques for new sponsors. Ms Steenbock will print out a list of the new sponsors and Chair Krueger will look into it.

A motion was made by Haskins and seconded by Walschinski to adjourn at 6:05 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats. a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, January 12, 2010, at 5:15 p.m., in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Jack Krueger—Chair, Don Bettine, Jim Haskins, John Maino, Duane "Snake" Pierce, Sherry Steenbock, Kristen Verhaagh, John Walschinski.
EXCUSED: Troy Ness.
ALSO PRESENT: Jerry Polus.

1. Call Meeting to Order:

The meeting was called to order by Chairman Jack Krueger at 5:14 p.m.

2. Invocation by Jim Haskins

3. Approve/Modify Agenda:

A motion was made by D. Bettine and seconded by J. Haskins to approve.
Vote taken. MOTION CARRIED UNANIMOUSLY.

4. Approve/Modify Minutes of November 3, 2009:

A motion was made by D. Pierce and seconded by J. Walschinski to approve.
Vote taken. MOTION CARRIED UNANIMOUSLY.

5. Report from CVSO Jerry Polus (if available):

Jerry Polus, Veterans Service Officer, requested that Sherry Steenbock prepare a certificate for Patricia Finder-Stone and send the certificate to Mr. Polus, so he can present it at a special meeting.

Mr. Polus asked Kristen Verhaagh to help a female veteran obtain a scholarship for the purchase of books, which is estimated at \$700. Ms. Verhaagh indicated that the scholarship amounts to \$500, and Mr. Polus said he may be able to help with the balance. Ms. Verhaagh will look into this. Duane Pierce said he heard recently that Barnes & Noble is starting to rent books to college students; and the savings is estimated to be 50 percent.

Mr. Polus informed the members that Ronelle is the new receptionist in the Veterans Office. He reported that he does not remember a January when the office has been so busy. He outlined the areas showing a high level of activity:

- Property Tax Credit (Many veterans now qualify due to modifications in the requirements.)
- Health care
- Pensions for veterans and widows in nursing homes and assisted living facilities
- New Post 9/11 GI Bill

Regarding the clinic, Mr. Polus said Requests for Proposals have been put out to identify a contractor to build the building per the V.A. (Veterans Administration) specifications. Then the V.A. will lease that building from the contractor. He said he

hopes ground-breaking will be this year. Chair Krueger added that because the contractor owns the building, this would be put on the tax rolls.

6. Report from Chair Jack Krueger: None.

7. Report from Committee Members (Steenbock, Bettine, Haskins, Maino, Pierce, Verhaagh, & Walschinski):

Sherry Steenbock expressed concern with the placement of the article in the "Green Bay Press Gazette" concerning the Veterans' Day activities. She opined that the other four local newspapers did a great job; however, the "Press Gazette" placed the article in Monday's issue (instead of Sunday's as promised) in the Sports Section. She read an e-mail from the "Press Gazette" in response to her inquiry that indicated that the only way to ensure that the information would be printed as requested would be to purchase an ad. After conversation, the general consensus was that it would be expensive to purchase an advertisement; and Chair Krueger suggested that public service announcements be considered instead. John Walschinski said he has been working with Chuck Ramsay concerning a public service announcement. He added that there are a number of veterans he sees bi-monthly who could help.

Don Bettine reported that the Washington-Lincoln Day Dinner will be at The Woods on February 15, 2010, beginning with cocktails at 6:00 p.m. and dinner at 6:30 p.m. The price is \$12.50 per person. Mr. Bettine also reported that May 1, 2010, has been set aside by presidential proclamation as VFW Loyalty Day, and this year the celebration will be at the Duck Creek VFW. He added that there will be a parade and refreshments, and ads are being sold for the Loyalty Day booklet.

John Maino reported on some of the projects he has been involved with. He said donations from several organizations, including Viet Nam Veterans and Desert Storm Veterans, were received; and the home of a young veteran from Menominee, Michigan (who had been severely injured in Iraq) was refurbished. Mr. Maino also reported that a young man from Fond du Lac was given \$3,000 and was provided airline flights between Walter Reed Hospital and Milwaukee, as well as box seats for a Green Bay Packers football game.

Mr. Maino invited those present to attend a meeting on Thursday at 12:00 noon at The Cornerstone on Mid Valley Drive to discuss ways to raise funds for the Flight of Honor. Duane Pierce added that there have been efforts to begin this in Wausau as well. Mr. Maino said Heritage Hill is planning to have a Viet Nam Veterans Art Series in May; and one of the Medal of Honor recipients will be in town for 3 days and will speak at some of the area schools. Mr. Pierce added that Heritage Hill, the Museum downtown, and the Railroad Museum will also have events during that time period to run in conjunction with LZ Lambeau.

Mr. Walschinski said he has been working on a program regarding senior vets and will present this at the February meeting.

Kristen Verhaagh reported that training for Desert Veterans will be held later this month; and a representative from the State will train them on military honors, flag details, and proper funeral details. She said the plan is to offer this as a free service to the community. Mr. Bettine added that because the American Legion, VFW (Veterans of Foreign Wars) and DAV (Disabled American Veterans) are not getting younger members, it is becoming more difficult for those organizations to perform the

ceremonies. Ms. Verhaagh added that once the training is completed, the Desert Veterans will be able to apply for some grants in order to obtain better equipment.

Duane Pierce reported that he is now in Rolling Thunder Chapter 4—Wausau. He said a POW Table Ceremony was held, as well as one in October (for the Navy birthday) and one in December. Concerning LZ Lambeau, Mr. Pierce reported that the stops for the ride from LaCrosse to Green Bay will be in Coloma, Stevens Point, and the Timber Rattlers Stadium in Appleton. The first group will be 300 to 500 bikes. There is clearance for a Huey to fly from Appleton to Green Bay, and arrival in Green Bay is expected between 2:00 and 4:00 p.m. He stated that there is an organizational meeting later this month, and he will report back at next month's meeting. Mr. Pierce said there was a luncheon for veterans the Saturday after Veterans' Day at Pearly Gates, and estimated about 200 to 300 people attended during the afternoon. He thanked the Desert Vets for helping with this event. He said Pearly Gates will also be involved in a Viet Nam Veterans Ride on July 10.

Jim Haskins reported that he attended several events in the area for Veterans' Day. He went to the Green Bay Yacht Club for the Veterans' Day ceremony on November 7. There were about 50 people present, and Channel 2 filmed the event to show on the evening news. Mr. Haskins said he left some LZ Lambeau posters there and picked up a brochure entitled, "Freedom Team Salutes." Mr. Haskins stated that he dropped off LZ Lambeau posters at Golden Corral and noted that veterans were given "thank you" stickers to wear. In addition, while at American Antiques, Mr. Haskins learned about a 92-year-old veteran who came in for a free watch battery; the veteran indicated that this was the first free thing he had ever received as a veteran. The veteran stated that when he enlisted, he left two children at home and one on the way; and when he returned, the army told him to find his own way home. Mr. Haskins also attended a presentation at his church, where children made "thank you" cards for the veterans and asked the veterans about their experiences.

8. Discuss Issue of Frames for Certificates:

Chair Krueger said he purchased some frames and has about 10-12 available as needed.

When Mr. Haskins asked if the certificates could be made smaller in order to fit better in the frames, Mr. Walschinski said he would discuss this with Karen.

Ms. Steenbock explained that certificates are being given to all new contributors.

9. Such other Matters as Authorized by Law: None.

10. Adjourn:

A motion was made by J. Haskins and seconded by S. Steenbock to adjourn at 5:58 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

15

BROWN COUNTY COMMUNITY TREATMENT CENTER

DECEMBER STATISTICS 2009

ADMISSIONS		Year to Date 2009	Year to Date 2008
		2009	2008
Voluntary - Mental Illness	2	64	71
Voluntary - Alcohol	7	93	94
Voluntary - AODA/Drug	1	14	4
Police Protective Custody - Alcohol	33	466	488
Commitment - Alcohol	0	0	4
Commitment - Drug	0	0	0
Court-Ordered Evaluation	0	0	0
Emergency Commitment- Alcohol	0	1	0
Emergency Detention - Drug	0	0	0
Emergency Detention - Mental Illness	91	1012	925
Court Order Prelim. - Mental Illness	1	8	10
Court Order Prelim. - Alcohol	1	15	13
Court Order for Final Hearing	0	5	11
Commitment - Mental Illness	0	0	1
Return from Conditional Release	18	143	163
Court Order Prelim. - Drug	0	1	0
Other	0	9	9
TOTAL	154	1831	1793

ADMISSIONS BY UNITS			
Unit 7 (Adult Acute)	154	1831	1793
TOTAL	154	1831	1793

ADMISSIONS BY COUNTY			
Brown	102	1129	1062
Door	6	58	52
Kewaunee	5	52	48
Oconto	6	73	106
Marinette	7	71	67
Shawano	4	61	37
Waupaca	1	26	26
Menominee	3	36	34
Outagamie	2	55	80
Manitowoc	13	203	204
Winnebago	1	15	31
Other	4	52	46
TOTAL	154	1831	1793

NEW ADMISSIONS			
Unit 7 (Adult Acute)	68	781	693
TOTAL	68	781	693

READMIT WITHIN 30 DAYS			
Unit 7 (Adult Acute)	30	304	303
TOTAL	30	304	303

AVERAGE DAILY CENSUS	December	Year to Date 2009	Year to Date 2008
Unit 7 (Adult Acute)	17.84	20.96	25
TOTAL	17.84	20.96	25

INPATIENT SERVICE DAYS			
Unit 7 (Adult Acute)	553	7650	8970
TOTAL	553	7650	8970

BED OCCUPANCY			
Unit 7 (Adult Acute) (21 Beds)	84.95%	99.80%	117%
TOTAL (21 Beds)	84.95%	99.80%	117%

DISCHARGES			
Unit 7 (Adult Acute)	156	1831	1800
TOTAL	156	1831	1800

DISCHARGE DAYS			
Unit 7 (Adult Acute)	670	8082	9052
TOTAL	670	8082	9052

AVERAGE LENGTH OF STAY			
Unit 7 (Adult Acute)	4	4	5
TOTAL	4	4	5

AVERAGE LENGTH OF STAY BY COUNTY			
Brown	4	4	5
Door	6	6	5
Kewaunee	3	3	3
Oconto	4	4	5
Marinette	4	4	5
Shawano	4	4	4
Waupaca	10	3	6
Menominee	3	5	6
Outagamie	5	4	4
Manitowoc	7	6	9
Winnebago	0	3	6
Other	0	5	1
TOTAL	4	4	5

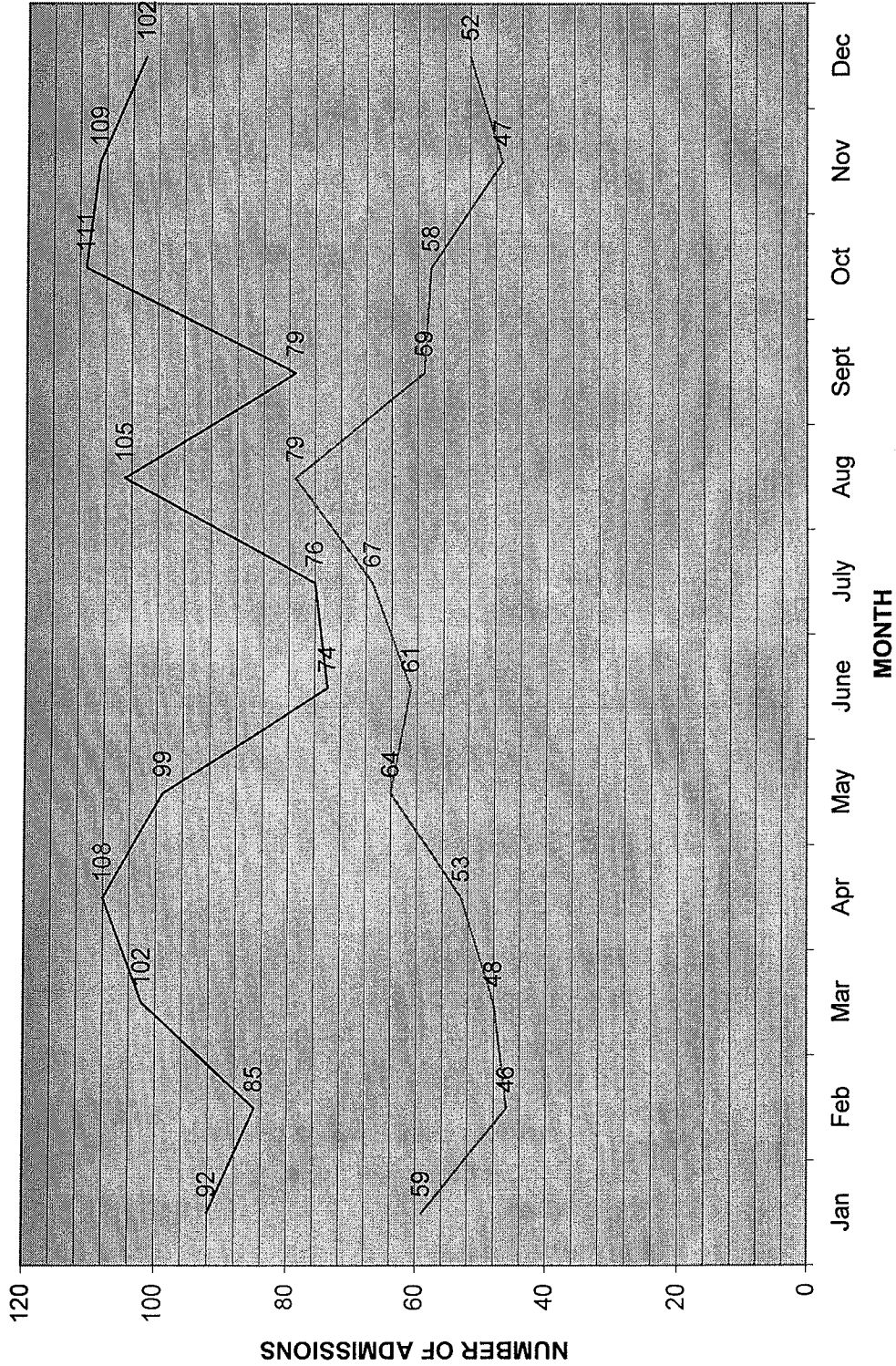
In/Outs

Current YTD

20 187

BROWN CO. VS. OUT-OF-COUNTY ADMISSIONS- JAN. through DECEMBER, 2009 - PSYCHIATRIC HOSPITAL

Unit 7 capped at 28 beds for Out of County beginning 2/14/07



— Out-of-County — Brown County

Brown County Health Care
DECEMBER
2009 Statistics

NURSING HOME			
ADMISSIONS	DEC 2009	Yr to Date 2009	Yr to Date 2008
From Unit 7	1	7	11
From General Hospital	0	10	8
From Nursing Home	0	5	8
From Home	0	4	1
From Mental Retardation Facilities	0	0	0
From Residential Care Facilities	2	7	0
Protective Placement	0	5	12
Other	1	1	6
Total	4	39	46
Re-admit from hospital stay (Unit chart was not closed)	0	2	7
DISCHARGES	DEC 2009	Yr to Date 2009	Yr to Date 2008
To Unit 7	0	0	2
To General Hospital	0	1	1
To Nursing Home	0	1	4
To Home	0	6	12
To Alternate Care Programs	0	2	4
To Mental Retardation Facilities	0	0	0
To Residential Care Facilities	1	5	6
Expired	1	18	16
Other	0	0	1
Total	2	33	46
Bed Occupancy Including Payable (Bed Hold Days)	96.4	77.5	74.5
D/C to Hospital (Unit chart not closed)	0	2	7
Total Service Days	DEC 2009	Yr to Date 2009	Yr to Date 2008
ISN - (Intense Skilled Nursing)	93	1653	2296
SNF - (Skilled Nursing Facility)	1602	18103	17619
ICF I - (Intermediate Care Facility)	124	947	758
ICF II - (Intermediate Care Facility)	0	0	0
DDC (Develop Disabled) IA**	62	786	1208
Paid Bed Hold Days	2	4	0
Total Payable Days	1883	21493	21881
Unpaid Bed Hold Days	0	146	78
Total	1883	21639	21959
Number days D/C to hospital (not billable)	0	5	47
Average Daily Census	DEC 2009	Yr to Date 2009	Yr to Date 2008
Avg Census (Payable Days) (total days/total beds)	96.4	76.3	74.7
Avg Census (All Days) (total days/total beds)	96.4	76.8	75.0
Avg. Daily Census Unit 8 (48 Beds)	60.7	41.9	38.4
Avg. Daily Census Unit 9 (25 Beds)	0.0	16.9	21.2
Total Daily Census (80 Beds)	60.7	58.8	59.6

January 4, 2010

Brian Shoup
Director of Community Services
Brown County Human Services
111 N. Jefferson St
P O Box 22188
Green Bay WI 54305-2188

Dear Mr. Shoup:

Thank you for agreeing to present this information to the Brown County Board of Supervisors.

I have attached an Excel spreadsheet that shows the daily census in November on the Adolescent Unit per addendum to the memorandum of understanding. Bellin Psychiatric Center did not transfer any involuntary adolescents to other institutions, nor were any admissions refused in the month of September.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Linda S. Roethle, M.S. FACHE
President

BROWN COUNTY
ADOLESCENT CENSUS
DECEMBER 2009

	Sunday	Monday	Tuesday	Wed	Thurs	Friday	Sat	
Day 1 - 5			1-Dec	2-Dec	3-Dec	4-Dec	5-Dec	
Other			1	1	3	4	4	
Brown County Voluntary			0	0	0	0	0	
Brown County Involuntary			0	0	1	2	2	
Total		Total	0	1	4	6	6	Total
Day 6 - 12	6-Dec	7-Dec	8-Dec	9-Dec	10-Dec	11-Dec	12-Dec	
Other	4	6	7	7	7	5	4	
Brown County Voluntary	0	0	0	0	0	1	1	
Brown County Involuntary	2	2	2	3	1	1	0	
Total	6	8	9	10	8	7	5	Total
Day 13 - 19	13-Dec	14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	19-Dec	
Other	4	4	4	6	7	6	4	
Brown County Voluntary	2	4	5	4	1	1	1	
Brown County Involuntary	0	2	3	3	3	4	3	
Total	6	10	12	13	11	11	8	Total
Day 20 - 26	20-Dec	21-Dec	22-Dec	23-Dec	24-Dec	25-Dec	26-Dec	
Other	3	3	4	6	3	1	1	
Brown County Voluntary	1	1	2	1	1	1	1	
Brown County Involuntary	3	2	1	1	0	0	0	
Total	7	6	7	8	4	2	2	Total
Day 27 - 31	27-Dec	28-Dec	29-Dec	30-Dec	31-Dec			
Other	1	3	4	6	5			
Brown County Voluntary	0	0	0	0	0			
Brown County Involuntary	0	1	2	2	1			
Total	1	4	6	8	6	6	6	Total

TO: Human Service Committee Members

FROM: Jill Rowland
Contract & Provider Relations Manager

DATE: January 19, 2010

REQUEST FOR NEW NON-CONTINUOUS VENDOR			
VENDOR	SERVICES	DATE REQUESTED	DATE APPROVED
Lazy Boy	Lift Chair	12/03/09	
Roundys	Gift Card	12/8/09	
Gloria Cowan	Refund Overpayment	12/8/09	
Gene's Deep Rock	Towing	12/8/09	
Doro, Dan	Refund Payment	1/6/10	
Baeb, Michelle	Family Support	1/12/10	
Building Blocks	Daycare	1/8/10	
Chapter 5	AODA Treatment	1/8/10	
Duanna's Little Rascals	Daycare	1/7/10	
Gracyalny, Lois	Estate Reimbursement	1/12/10	
Gundersen Lutheran Medical Center	Treatment	1/8/10	
The Heel	Reimbursement	1/7/10	
Innovative Playhouse	Daycare	1/8/10	
Kranick, Susan	Estate Reimbursement	1/8/10	
Marlowe, Mary	Estate Reimbursement	1/12/10	
Valentin, Lorena	Translation	1/7/10	
Vogels, Judy	Refund Overpayment	1/12/10	
Brick Plumbing	Home Mod	1/7/10	
Benson, Lisa	Family Support	1/4/10	
Strahm, Christine	Reimbursement	1/18/10	
McNeiley, Sharon	Reimbursement	1/8/10	

TO: Human Services Committee Members

FROM: Jill Rowland
Contract & Provider Relations Manager

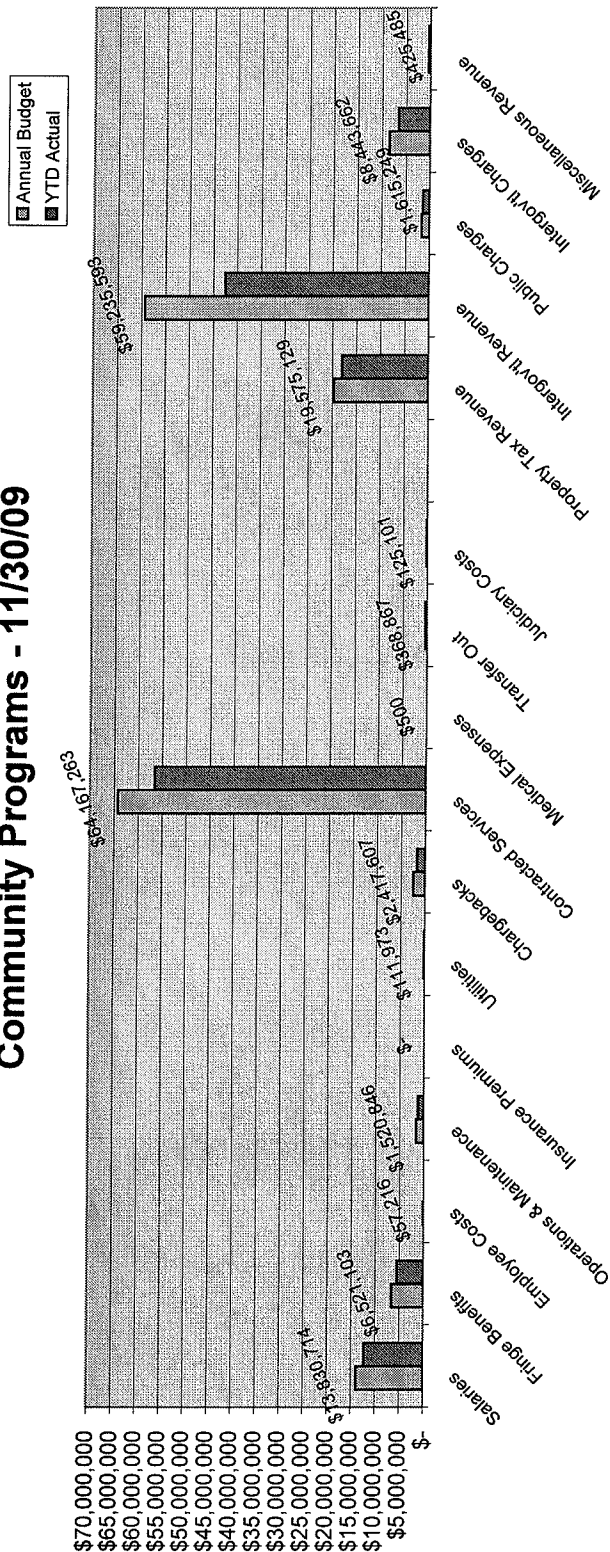
DATE: January 19, 2010

REQUEST FOR NEW VENDOR CONTRACT				
VENDOR	SERVICES	CONTRACT AMOUNT	DATE REQUESTED	DATE APPROVED
Smet Adult Family Home	Adult Family Home	\$1,562	12/01/09	
Mystic Homes LLC	Adult Family Home	\$68,730	1/10/10	
Brotoloc South, Inc.	CBRF's	\$10,000	1/12/10	
Malinski Adult Family Home	Adult Family Home	\$38,700	1/12/10	
Willowglen Academy	Child Care Institution	\$50,000	1/8/10	

**Brown County
Community Programs
Budget Status Report
Year to Date**

	Annual Budget	YTD Actual	% Budget Used/Rec'd
Salaries	\$ 13,830,714	\$ 12,204,993	88%
Fringe Benefits	\$ 6,521,103	\$ 5,496,379	84%
Employee Costs	\$ 57,216	\$ 6,569	11%
Operations & Maintenance	\$ 1,520,846	\$ 1,199,899	79%
Insurance Premiums	\$ -	\$ 3,472	-
Utilities	\$ 111,973	\$ 82,435	74%
Chargebacks	\$ 2,417,607	\$ 1,706,898	71%
Contracted Services	\$ 64,167,263	\$ 56,539,389	88%
Medical Expenses	\$ 500	\$ -	0%
Transfer Out	\$ 368,867	\$ 368,867	100%
Judiciary Costs	\$ 125,101	\$ 113,899	91%
Property Tax Revenue	\$ 19,575,129	\$ 17,943,870	92%
Intergov'tl Revenue	\$ 59,235,593	\$ 42,555,918	72%
Public Charges	\$ 1,615,249	\$ 1,356,627	84%
Intergov'tl Charges	\$ 8,443,662	\$ 6,571,984	78%
Miscellaneous Revenue	\$ 425,485	\$ 346,957	82%

Community Programs - 11/30/09



**Brown County
Community Treatment Center
Budget Status Report
11/30/2009**

	Annual Budget	YTD Actual	% Budget Used/Rec'd
Salaries	\$ 7,233,574	\$ 638,644	9%
Fringe Benefits	\$ 3,064,561	\$ 2,674,132	87%
Employee Costs	\$ 5,300	\$ 4,812	91%
Operations & Maintenance	\$ 749,200	\$ 517,280	69%
Insurance Premiums	\$ 154,450	\$ 80,600	52%
Utilities	\$ 34,500	\$ 27,131	79%
Chargebacks	\$ 2,234,838	\$ 1,968,188	88%
Contracted Services	\$ 753,762	\$ 636,474	84%
Medical Expenses	\$ 516,108	\$ 339,069	66%
Cost of Sales	\$ 10,000	\$ 8,697	87%
Depreciation	\$ 220,300	\$ 86,915	39%
Transfer out	\$ 200,000	\$ 200,000	100%
Property Tax Revenue	\$ 3,186,247	\$ 3,186,247	100%
Intergov'tl Revenue	\$ 464,211	\$ 593,676	128%
Public Charges	\$ 8,035,847	\$ 6,234,623	78%
Intergov'tl Charges	\$ 2,644,000	\$ 2,571,556	97%
Miscellaneous Revenue	\$ 65,835	\$ 316	0%
Rent	\$ 158,661	\$ 143,652	91%
Charges to County Departments	\$ 381,390	\$ 349,613	92%
Transfer in	\$ 31,502	\$ 30,502	97%

Community Treatment Center - November 30, 2009

